Sectoral and Occupational Studies Division

Scanning & Information Management Unit

Inventory of Provincial Sectoral and Occupational Initiatives

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I. INTRODUCTION

The primary objective of this paper is to provide a brief overview of the types of sectoral and occupational information and initiatives being conducted by governments at the provincial level. The original objective of this project was to provide information on "provincial HR initiatives" as per the 1997-98 workplan. Efforts have been made to broaden the types of information gathered to include not only human resource-related initiatives but to include as many types of sectoral and occupational initiatives as possible as well as complement this with the types of occupational and sectoral information generated at the provincial level.

In addition, some information is provided on relevant topics such as labour market agreements and labour force development boards. Throughout the paper, efforts have been made to ensure a contact person is noted and, where possible, a website is referenced (often a contact person is noted on the website.)

This introductory section is followed by Section II. Labour Market Information and Initiatives and by Section III. Related Topics. Information is organized by province and ministry rather than by sector or occupation.

II. LABOUR MARKET INFORMATION AND INITIATIVES

BRITISH COLUMBIA

Ministry of Advanced Education, Training and Technology

A. Overview/Main Clients

The primary focus within this ministry for sectoral initiatives is the Skills Development Division. The main clients for this department are industry associations and sectoral committees as well as the Ministry of Employment and Investment. This Ministry also supports individuals through the provision of a number of training programs (i.e. apprenticeship) and individual employers through training credits.

As noted, the primary focus within this Ministry for sectoral initiatives is the Skills Development Division. Services are provided across the province through 60 Skills Development Field Offices. The Division has four program areas, only one of which has a sectoral focus – the Industry Training and Adjustment Program which is operated by the Program Operations Branch. These programs work "closely with individual businesses, workers, industry associations, unions and communities to establish adjustment strategies that anticipate and respond to changes in the workplace." The other programs that fall under the mandate of this group are: Youth Works/Welfare to Work; Vocational Rehabilitation Services and Guarantee for Youth Initiatives.

B. Sectoral/Occupational Activities

1. *Skills Now*

Sectoral activities included a program on sectoral partnership entitled "Skills Now". This program finished in 1996/97.

2. *Industry Training and Adjustment Programs:*

Under the Skills Development Division, the Industry Training and Adjustment Program is the vehicle through which sectoral partnerships are funded and facilitated in B.C.. The Program officers work in close cooperation with the labour Market Service Branch of HRDC in B.C. to assist businesses, workers, industry sectors, and communities respond to economic changes which impact on the workplace. The program acts as a catalyst to bring employers and employees together to jointly and efficiently deal with the many changes that are impacting on the structure of the workplace and their roles of the workforce. Employer and employee representatives work together within a joint committee structure to define problems and to identify and implement mutually beneficial solutions. At time of writing (April, 1998), adjustment agreements are in place with a range of sectors including: private investigators, film, plastics, forestry, health care, oil & gas, mining, tourism, fisheries, software, agriculture, marine repair, retail merchants, and seafood.

Contact:

Greg Mazur
Coordinator, Industry Training and Program Information
Ministry of Education, Skills and Training
Skills Development Division
PO Box 9871 Stn Prov Govt
Victoria, B.C.

V8W 9T6

(250) 387-4286 (tel)
(250) 387-2069 (fax)
e-mail: Greg.Mazur@ gems5.gov.bc.ca

http://www.aett.gov.bc.ca/industrytraining/welcome.htm

C. Information Available

1. *Sectoral Activities Report*

Periodically, the Skills Development Division produces a sectoral activities report.

2. *Canada/B.C. Enhanced Labour Market Information Strategic Initiative*

This initiative is a joint federal/provincial initiative. Together with a number of private sector partners, government works to increase the quantity and quality of career-related labour market information and to better enable its use by a wide variety of partners and stakeholders in the career and occupational planning and decision making enterprise.

http://www.ceiss.org/randa/JointCom/JntCoSum.htm

Contact

Larry Warren 666-8370; l.v.warren@rhq5012-es.bc.drhc-hrdc.gc.ca
Derek Brackley 666-6169; j.d. brackley@rhq5012-es.bc.drhc-hrdc.x400.gc.ca

Three new reports are available from the Joint Committee:
Accessible LMI Project: - Addressing Labour Market Information Issues for Persons with Disabilities ... a preliminary, draft version of the report of this project consists of a literature search and investigative review, a summary of community consultations with LMI practitioners and persons with disabilities, a review of the CLFDB's criteria, guidelines and performance indicators for LMI products and services from a disability perspective, and a draft framework for the coordinated delivery of LMI to persons with disabilities (July 1998).

Work Futures and Career LMI: - A Multi-Year Plan ... This report reviews selected labour market information needs of a wide range of end-users and the role that Work Futures: British Columbia Occupational Outlooks plays in responding to those needs. Recommendations and a multi-year plan for development and of an integrated and comprehensive series of Work Futures labour market information products are provided (June 1998).

Report on Community-Based LMI Projects Funded under the Strategic Initiative - ... The purpose of this summary report is to identify some of the perceived best practices and key findings of the 22 projects funded under the Community-Based LMI component of the LMI SI. This report is intended to provide information to stakeholders who may wish to replicate pilot projects' activities (May 1998).

3. *Centre for Education Information Standards and Services (CEISS)*

CEISS is a component of the Strategic Initiative noted above. It has been established as a special operating agency and has strong links to HRDC and the Ministry of Education, Skills and Training. Thus, the Ministry of Education, Skills, Training and Labour maintains career

and labour market information designed to "support career decisions, labour market assessments in B.C. and job searching" through CEISS. CEISS's mandate is to "ensure that education and labour market policy - and decisions-makers have timely, relevant and accurate information for the purpose of effectively planning and managing educational programs." Thus, CEISS:

- collects, manages, analyses and disseminates education and labour market information for the purpose of ensuring that current and future educational programs support the needs of British Colombians; and,

- assists educational institutions implement cost-effective information systems and technology solutions for administrative and academic program delivery.

http://www.ceiss.org/

The Internet site provides: labour force statistics; background information on what types of career and labour market information resources are key to understanding the British Columbia labour market; a guide to the B.C. economy; information on adult education and training in British Columbia; and, provides links to related web sites as well as addressing the question of what labour market information is to them.

http://ceiss.org/career/reports.asp

Of particular interest with respect to sectoral information generated by this group is a publication entitled *A Guide to the B.C. Economy and Labour Market*. This publication provides a brief overview of developments within each sector since 1981, an identification of key occupations in each sector, employment figures and salary information, labour force statistics and outlooks to 2005. Information on the following sectors is included:

http://www.ceiss.org/randa/bc-econ/econdoc.html

Goods Sector
Construction
Forestry
Non-resource-based manufacturing
Mining
Agriculture, fishing food and beverages
Utilities

Service Sector
Wholesale and retail trade
Health and social services
Amusement, recreation and personal services
Education
Transportation, storage and communications
Business services
Finance, insurance and real estate
Public Administration

Contacts
Jim Howie 356-7248; jhowie@ceiss.org
Kathy Stephens 356-7251; kstephen@ceiss.org

Employment and Investment, British Columbia Trade and Investment Office - Strategic Industry Branch

A. Overview/Main Clients

The main clients for this branch are industry associations and companies. Internally, they provide services to the Minister's office, policy analysts, Department of Skills and Training as well as the Ministry of Labour. This branch is the principal government contact point for advice in value-added resource process, advanced manufacturing, knowledge-based and service industries.

http://www.ei.gov.bc.ca/

B. Sectoral/Occupational Activities

1. Priority sectors

Characterized by a reliance on significant R&D investment, value-added production, a skilled workforce, intellectual property assets, global exports and are high growth. Profiles of the following sectors are available on the group's website (access to industry associations and/or company listings is available for some sectors):

erospace
utomotive
fe Sciences
iotechnology
esign for Industry
nvironment
ood and Beverage
ealth Management Services
ealth Information Services
formation Technology
ternational Business Centres
astics
afety and Emergency Systems
hipbuilding and Marine
Wood Processing Equipment

http://www.ei.gov.bc.ca/directory/bctio/sectors.htm

2. Strategic Alliances

With respect to bringing sectors together, this group focuses on developing strategic marketing alliances to help companies compete in export markets. Of interest may be the following alliances:

B.C. Wood Specialties Group
Canada West Telecom Consortium
International Geomatics Services

Website

http://www.ei.gov.bc.ca/directory/bctio/alliance.htm

C. Of Note in British Columbia:

The British Columbia Labour Force Development Board was eliminated as part of the provincial government's ongoing efforts to reduce the cost and size of the government. Any questions or issues related to the Board can be directed to Jack MacDonald, Ministry of Education, Skills and Training, 250-356-1779

Ministry of Economic Development and Tourism

A. Overview/Main Clients

The main clients for this ministry include firms and industry associations and educational institutions.

B. Sectoral/Occupational Activities

C. Information Available:

1. High Technology and Emerging Sectors

Information is maintained on The Tech Files – a website for the Advanced Technologies and Emerging Industries of Alberta Economic Development. Thus, information is available on the following high-technology sectors:

Advanced Materials/Manufacturing
Biotechnology & Pharmaceuticals
Electronics and Microelectronics
Geomatics
Software/Computing Products and Services
Telecommunications

Included in this information are links to other relevant websites, a description of key stakeholders, contacts, organizations and programs in the high technology sectors. There is a searchable database of companies in each sector attached to this information.

http://www.gov.ab.ca/edt/techfiles

Ministry of Advanced Education and Career Development

A. Overview/Main Clients:

http://www.aecd.gov.ab.ca/

B. Sectoral/Occupational Activities:

1. *Infrastructure Partnership Initiative*

This initiative was announced in the Business Plan of June, 1997 as a means to maintain and enhance basic research excellence at universities. It was designed to develop the research infrastructure through partnerships between government at the private sector. The department will work with the Alberta Science and Research Authority, Alberta Health and universities to develop a policy framework and relevant project application criteria. The department has allocated $15 million per year for the next three years to the Intellectual Infrastructure Partnership Program.

Contact

Lois Hawkins 427-3663.

2. *Information Development and marketing*

This area performs, needs analysis, research, production, marketing, consulting and forging partnerships

Contact

Operations Branch

3. *Training Consulting Service*

This service provides information brokering, facilitation, coordination and consultation. Provide information on occupational profiles, identification of trainers in both the public and private sectors, labour market trends, occupational skills analysis, job descriptions and job task analysis and identifying skill gaps through needs analysis.

C. Information Available:

Occupational and labour market information for Alberta is available and updated on the ministry's website. Types of information include labour market statistics and detailed occupational information included duties, working conditions, skills and education required, employment outlook, salary and other sources of information.

http://www.aecd.gov.ab.ca/home_nf.htm

Of particular interest is a publication entitled "People and Prosperity: A Human Resource Strategy for Alberta" available by searching the ministry's website. Included in this are details concerning the Alberta economy, workforce, knowledge and skills of Albertans, youth and workplace trends.

http://www.aecd.ca/ministry_info/people/

SASKATCHEWAN

Ministry of Economic and Co-operative Development

Overview/Main Clients:

Economic and Co-operative Development's head office in Regina, and it's regional offices throughout the province, provide services in the following broad categories:

- Financial assistance for businesses and entrepreneurs
- Investment programs
- Business immigration programs
- Industry development
- Northern development
- Small business development
- Co-operative development
- Community economic development
- Regional economic development
- Sector development
- Market development
- Investment attraction
- Indentifying and assisting with domestic procurement opportunities
- Quality management principles and practices
- Policy and program development
- Representing Saskatchewan's interests in federal/provincial relations

http://www.gov.sk.ca/econdev/

B. Sectoral/Occupational Initiatives:

1. *Partnership for Growth*

Saskatchewan's Partnership for Growth initiative (http://www.gov.sk.ca/govt/econdev/pfg.htm) focuses on six sectors where "Saskatchewan can build on its strengths to realize economic growth". These six sectors are:

- agri-food
- forestry
- mining
- energy
- Information technology and telecommunications
- Tourism and cultural industries.

Information is maintained on each of these sectors. The information includes key organizations and companies, competitive advantages for prospective investors and specific opportunities for investment or business ventures. Contacts are provided for each of the six sectors. More general information is available through:

Contacts

David McQuinn
Policy Division
Saskatchewan Economic and Co-operative Development
306-787-7983 (tel)
306-787-2198 (fax)
email: dmcquinn@skecondev.sasknet.sk.ca

Bryce Baron
Sector Development Branch
Saskatchewan Economic and Co-operative Development
306-787-2246 (tel)
306-787-3989 (fax)
email: bbaron@skecondev.sasknet.sk.ca
http://www.gov.sk.ca/econdev/investment/sixsctrs/

2. *Canada-Saskatchewan Partnership Agreement on Rural Development (PARD)*

This agreement is designed to help rural communities, regional and sectoral organizations, development groups and entrepreneurs work together to pursue economic development opportunities in rural Saskatchewan. Among the types of assistance provided is human resource development assistance to improve knowledge and skills in business development, community and leadership development, project management, finance and marketing. (See attached briefing deck)

Contact

Darcy Cherney 306-787-8710 (tel)
email: darcy.cherney@saskdev.sasknet.sk.ca

http://www.gov.sk.ca/govt/econdev/progserv.htm

3. *Sector Development*

This branch of the ministry provides support services to sectors of the Saskatchewan economy that house advanced technology, and existing and potential value-added businesses. These sectors include:

- Food processing;
- Electronics;
- Biotechnology;
- Information Services;
- Environmental technology;
- Agricultural machinery;
- Plastics;
- Consumer products;
- Instrumentation; and,
- Many other types of manufacturing.

Contact

Bryce Baron 306-787-2246
e-mail: bryce.baron@skecondev.sasknet.sk.ca

Post-secondary Education and Skills Training

A. Overview/Main Clients

The main areas of work for this group are LMI, career services and work and study.

B. Sectoral/Occupational Initiatives:

Contact
Gladys Hill
Sector Partnership Program
Training Delivery Unit
Saskatchewan Post Secondary Education and Skills Training
Room 129
3085 Alberta Street
Regina, Saskatchewan
S4P 3V7
(306) 787-1404 (tel)
(306) 787-7182 (fax)

Ministry of Industry, Trade and Tourism

A. Overview/Main Clients:
http://www.gov.mb.ca/itt

B. Sectoral/Occupational Activities

1. *Strategic Initiatives*

Strategic Initiatives is responsible for Tourism, Telecommunications, Aerospace, Environment, Health Industry, and Agri-Food Initiatives.

Tourism Initiative: facilitates and supports the growth and development of tourism in the province, in cooperation with tourist industry partners and in harmony with the environment. It provides consulting services to the development, expansion and modernization of viable tourism attractions, events and facilities; and stimulates industry growth through cooperative marketing initiatives with the tourism industry.

Information & Telecommunications Initiative: formulates strategies and delivers programs to develop the computer, software and telecommunication industry sector with an expanded mandate to include all companies which have a significant telecommunications component in their operations.

Aerospace Industries Development Initiative: formulates strategies and delivers programs to develop the aerospace industry sector in Manitoba.

Environment Industries Development Initiative: works with the public and the private sector to formulate strategies and programs to promote the development of a multi-dimensional environment industry in the province with, both local and external markets.

Health Industries Development Initiative: The objectives of this initiative are: to develop the health industry in Manitoba through public effort and private investment; to create new investment and employment opportunities through the export and substitution of imports of health care products and services; and, to improve the quality and productivity of health care services.

Agri-food Industries Development Initiative: The objective of this initiative is to expand Manitoba's food industry through import replacement and stimulation of exports and private investment. It provides sector expertise to support new entrepreneurs; to facilitate expansion of existing businesses; and to provide access to public and private capital for facility expansion, technology development, training and development of business plans.

Ministry of Advanced Education and Skills Training

A. Overview/Main Clients

Information is occupationally focused rather than sectorally focused.

B. Sectoral/Occupational Activities

1. *Workforce 2000 Program*

Provincial initiative set up in 1991 to look at human resource and training needs within industry groups and companies.

C. Information Available

1. *High Demand Occupations in Manitoba*

This report lists occupations according to the National Occupational Classification (NOC) system, provides a brief outline of the type of demand being experienced and provides some salary/wage data by occupation. The report also outlines some of the high demand skills in Manitoba.

http://www.edu.gov.mb.ca/labour/hdo_home.html

2. *Manitoba Companies Database*

Site contains in excess of 600 Manitoba organizations and is searchable based on sectors, markets, or can be searched alphabetically. The organizations in the listing are predominately manufactures. However, there are listings of consultants, chambers of commerce, and rural towns.

http://db.itt.gov.mb.ca/ITT/CIMISWeb.nsf

ONTARIO

Ministry of Education and Training

A. Overview/Main Clients

The Constitution Act gives exclusive authority to each province in Canada to make laws in relation to education. In Ontario, the Minister of Education and Training is responsible for the administration of laws relating to education and skills training.

In the area of training, the ministry is responsible for:

- developing policy directions for adult education and labour market training
- managing provincial relations with the federal government concerning training programs
- setting standards for occupational training, particularly for trades under theTrades Qualification and Apprenticeship Act
- managing provincial programs to support workplace training and workplace preparation, including apprenticeship, career and employment preparation, and adult literacy and basic skills
- undertaking labour market research and planning

http://www.edu.gov.on.ca

B. Sectoral/Occupational Activities

1. *Local Training Boards*

Up to 25 new boards are being set up across Ontario to play a leadership role in local labour force development. Sponsored by the Ministry of Education and Training, HRDC and the Canadian Labour Force Development Board (CLFDB), these boards bring together representatives from local labour market partner groups to work with government (federal, provincial, and municipal) for the improvement of the community training and adjustment system.

http://www.edu.gov.on.ca/eng/training/localbd.html

2. *Ontario Training and Adjustment Board (OTAB)*

http://www.edu.gov.on.ca/eng/training/literacy/adult.html

Since 1996, the Ontario Training and Adjustment Board (OTAB) has been closed, and the Literacy and Basic Skills program incorporated into the Training Division of the Ministry of Education and Training. Reform of the province's training system continues to be a key government initiative. Most information and resources in this publication remain current.

A new Literacy and Basic Skills program will be launched in 1998. This website will bring you updated information as soon as it is available.

Ministry of Economic Development, Trade and Tourism

A. Overview/Main Clients

The Ontario Ministry of Economic Development, Trade and Tourism has three core businesses:

- to make Ontario's economy more competitive
- help business and tourism sectors grow
- market Ontario to the world as a preferred location in North America for investment and tourism.

The Ministry Profile describes MEDTT's activities to help achieve our bottom line--assisting Ontario's private sector to grow and create jobs. There are three sections: Employment and Business Development Activities, Trade Activities, and Tourism Activities.

Employment and Business Development Activities contains a description of the Ministry's economic development services and programs. These include the Business Self-Help Offices, The Wisdom Exchange, Canada-Ontario Business Call Centre, and the Strategic Skills initiative.

Trade Activities contains a description of the Ministry's initiatives to help Ontario gain a greater share of direct foreign investment for Ontario and build Ontario's export base. These include Marketing Ontario which covers the Business Ambassadors initiative, the Ontario Investment Service; trade policy development; and, lastly, the Ontario International Trade Corporation including the Export Forum, the Export Exchange and the New Exporters to Border States program. The final section of Trade Activities is a description of our International Relations and Protocol activities.

Tourism Activities contains a description of the Ministry's support to the tourism industry and travelers. It also contains a description of the Agencies and Attractions that report to the Minister.

B. Sectoral/Occupational Activities

1. *Strategic Skills Investment*

The Strategic Skills Investment is a $30 Million initiative announced in the 1998 Ontario Budget.. Its objective is to accelerate the introduction of forward-looking skills development collaborations between industry and education providers. The focus is on:

- creating strategic skills essential for building business competitiveness
- expanding opportunities for training for high-demand jobs
- improving Ontario's public and private training capacity

Project selection is on a competitive basis. All funds will be committed to the selected projects by March 31, 1999.

2. *Ontario Jobs and Investment Board*

The Ontario Jobs and Investment Board will help us meet the challenge of the new global economy and emerge as winners.

One of the Board's jobs is to help the various ministries coordinate their efforts in creating the right conditions to generate new jobs and investment in Ontario.
But the Board's main task is to advise the government on developing an economic vision and strategies for the new millennium - a road map that will help us build a stronger economy.
http://204.101.2.101/jobgrow/ovalmain.html

QUÉBEC

Ministère de l'Industrie, du Commerce, de la Science et de la Technologie (Ministry of Industry, Commerce, Science and Technology)

A. Overview/Main Clients

The Ministry's mission is to contribute towards the competitiveness of Quebec's economy in order to increase employment and prosperity by:

- Encouraging the creation and development of companies that provide higher added-value goods and services;
- Facilitating scientific and technological development;
- Promoting expansion of corporate markets through international trade development.

The Ministère de l'Industrie, du Commerce, de la Science et de la Technologie has set five strategic objectives for accomplishing its mission:

- Support the development of an economic environment that facilitates the emergence and development of companies.
- Implement an industrial strategy that takes into account the new economic issues and favors the realization of projects that strengthen the competitiveness of companies.
- Promote and support the start-up and development of competitive, high-performing companies, both in Quebec and on export markets.
- Facilitate the speeding-up of scientific and technological development in strategic areas.
- Adapt the organization and management of the Ministry to the new requirements while emphasizing a partnership between management, employees and their representatives. For the successful accomplishment of this task, the Ministry has been divided into four main areas of activity, each of which is under the responsibility of an Assistant Deputy Minister.

B. Sectoral/Occupational Activities

1. IDCLIC

IDclic is a site specializing in career information, exploration of areas of employment and training available in Quebec, as well as student-life organization. Aimed mainly at the 15-23 age group, IDclic offers over 500 web pages of information and photos on the job market, including interviews, columns, bulletin boards, resource indexes, etc. It also provides much helpful advice on matters such as how to find an apartment and draw up a budget. The site has five sections: My Discoveries, My Questions, My Life, The Life of Others, On the Front Page.
http:/idclic.collegebdeb.qc.ca/main.html

2. SME Impact

The two parts of this financial-assistance program for companies are: **Innovation** and **Export Market Development**.

Innovation offers financial assistance for integrating new skills into Quebec SMEs, pays part of the salaries for new strategic jobs related to industrial research and development, technology transfer, value-added production and existing product improvement projects.
Export Market Development, in addition to providing financial assistance for hiring skilled personnel for new strategic jobs in international trade, also financially supports preliminary export activities, promotional and prospection activities in foreign markets, and implementation of special projects.
http://www.micst.gouv.qc.ca/aide/impact.html

3. *Programme d'amélioration des compétences en science et en technologie (PACST) (Science and Technology Skills Improvement Program [STSIP])*

TRAINING-INTERNSHIP
To reduce the difficulties of recruiting skilled labour in certain high-potential industries in Quebec, the training-internship part of the Science and Technology Skills Improvement Program (STSIP) provides financial support to companies operating in these industries in order to speed up their development.

REPLACEMENT ASSISTANCE
Young people presently show little interest in science studies, whereas rapidly expanding industries require increasingly skilled labour. The replacement assistance part of the Science and Technology Skills Improvement Program (STSIP) therefore aims, in the medium term, to ensure the replacement of retiring workers in companies and research centres by arousing young people's interest in science and technology, and encouraging them to take up careers in these areas.
http://www.micst.gouv.qc.ca/aide/fiches/pacst.html

4. *Services offered by Student Employment*

Student Employment offers various services and programs to employers of students.

SERVICES TO EMPLOYERS
Employers wishing to place confidence in students can use the PEQ's free services. Preselection enables employers to save time, money and space. Certain types of companies can receive financial assistance for taking on trainees. For further information, we invite you to consult these sections.
http://www.placement-etudiant.micst.gouv.qc.ca/emplr.htm

PRIVATE ENTERPRISE EMPLOYMENT PROGRAM
Since private enterprise is the main job incubator for young people, the PEQ communicates with some 48,000 companies in all branches of industry through industry associations or groups of business people, the media, telemarketing or by mail.
http://www.placement-etudiant.micst.gouv.qc.ca/prg_prive.htm

STRATEGIC JOB SUPPORT PROGRAM
This program is aimed at bringing together employers and students. Fully aware that the economy is now knowledge-based, the PEQ wants to encourage companies to offer students and graduates long-term formative jobs.
The program includes three parts:

- future prospects for trainees;
- international trade and technological development counselling;
- student-trainees in the tourist industry.

http://www.placement-etudiant.micst.gouv.qc.ca/prg_ses.htm

5. *ACTIM-QUEBEC PROGRAM*

The ACTIM-QUEBEC program results from a Franco-Quebec industrial cooperation program jointly administered by the Ministère de l'Industrie, du Commerce, de la Science et de la Technologie (MICST), for Quebec, and the Agence pour la coopération technique, industrielle et économique (ACTIM) (Agency for Technical, Industrial and Economic Cooperation), for France. Its goal is to encourage the negotiation and conclusion of partnership agreements between French and Quebec small and medium-sized companies.
http://www.micst.gouv.qc.ca/aide/fiches/actim.html

C. Information Available

1. *Multimedia production assistance measures*

Comprehensive tax measures and financial assistance programs are available to Quebec companies in the multimedia sector for carrying out their investment and manpower training projects.
http://www.micst.gouv.qc.ca/aide/multimedia.html

2. *Female Entrepreneurship*

Task force report on female entrepreneurship
http://www.micst.gouv.qc.ca/aide/feminin.html

3. *Company Start-up and Business Plan*

This document explains the steps to follow for starting a business, and presents the content of a business plan. It also includes a list of organizations that provide assistance to future entrepreneurs.
http://www.micst.gouv.qc.ca/entrep/demarrage.html

4. *The Self-Employed Worker*

The document "The Self-Employed Worker - Student Manual" is designed for students who would like to become "an entrepreneur for a summer" or for those whose job search efforts may have proved unsuccessful. Lack of money or minimum parental support doesn't always prevent one from being successful.
http://www.placement-etudiant.micst.gouv.qc.ca/travauto.htm

5. *Public Markets*

This document is intended for companies wishing to do business with the provincial and federal governments.
http://www.micst.gouv.qc.ca/commerce/index.html

6. *The Job Situation*

This bulletin briefly analyzes the most recent information on the job situation in Quebec compared to Ontario and the rest of Canada. A few labour market statistical tables round out the analysis.
http://www.micst.gouv.qc.ca/etat_eco/evol-stru/emp.html

7. *The Manufacturing Sector and Commerce in Quebec - 1996*

This annual publication presents an analysis of the major variables that characterized, in 1996, the evolution of the manufacturing and commercial sectors as a whole as well as their

segments. This edition provides a detailed analysis of the manufacturing sector by group of industries, and of the commercial sector by group of businesses.
http://www.micst.gouv.qc.ca/entrep/manufact/1997/index.html

8. *Quebec SMEs: State of the Situation, 1998 Edition*
This annual publication presents the evolution of the main variables relating to the economic importance of SMEs in Quebec: number of companies, revenues, payroll, gross and net job creation, incoming and outgoing companies, data concerning manufacturing activity, manufacturing SME exports and self-employed workers.
http://www.micst.gouv.qc.ca/dgae/PME-98/index.html

9. *Quebec Regions - Economic Data*
The regional economic data is a subject-by-subject presentation, using salient facts, graphs and tables, of the basic economic statistics for each of Quebec's 16 administrative regions: demography, labour market, private and public investments, regional manufacturing statistics (CRIQ and BSQ sources), exporters, construction, service industries and corporate R&D. In addition, a three-page section provides available economic variables for each of Quebec's 96 RCMs. Investment projects that have been announced or that are in the process of implementation, as well as information on regional economic promotion or development organizations, are also listed.
http://www.micst.gouv.qc.ca/PME-REG/regions/index.htm

10. *Structural Evolution of the Quebec Manufacturing Sector – 1976-1995*
This study describes and analyzes the evolution of Quebec's industrial structure, especially the changes that have affected the manufacturing sector from 1976 to 1995. Manufacturing industries are classified according to their technological level. Comparisons with the rest of Canada and the leading industrialized countries are also presented.
http://www.micst.gouv.qc.ca/etat_eco/evol-stru/struct_b.html

11. *Development of the Service Sector in the Quebec Economy*
This study defines the Quebec service sector and presents some of its characteristics. This sector's evolution is analyzed, with special attention given to the activities of the "service engine". The study also focuses on the impacts of the Quebec service sector development on employment, salaries and companies.
http://www.micst.gouv.qc.ca/etat_eco/tertiarisation/index.html

12. *The Knowledge Economy: Measurement and Trends*
Following a brief definition, this study measures the importance of advanced-, medium- and low-knowledge activities in Quebec in 1996, then presents the evolution of activities according to knowledge level for the 1984-1996 period, as well as comparisons with Ontario and Canada.
http://www.micst.gouv.qc.ca/economie-savoir/savoir.pdf

Industrial Sectors

- Aerospace
- Food and beverages
- Construction
- Energy
- Environment
- Chemical industry
- Plastic industry
- Metallurgy

- Fashion and textiles
- New information technologies
- Natural resources
- Manufacturing and commercial sector
- Transport

http://www.micst.gouv.qc.ca/menu/secteurs.html

Ministère de l'Emploi et de la Solidarité (Ministry of Employment and Solidarity)

A. Overview/Main Clients

The two major fields of action of this new ministry, namely, employment and income security, as well as the sheer size of the budgets involved, make it a major player in updating the government's strategic orientations.

One of the basic orientations governing the formulation of the new law is to enable all Quebec's manpower, whether employed, unemployed, recipient or non-recipient of employment insurance or income security benefits, to have access to public employment services.

The Ministry's raison d'être is essentially to advance manpower and employment development and to fight poverty.

More immediately, the Ministry's mandate is to facilitate the economic and social integration of individuals by:

- promoting employment and manpower development;
- financially supporting persons whose resources are insufficient to provide for their needs and those of their families;
- offering resources to promote the social integration of individuals.

B. Sectoral/Occupational Activities

1. Emploi Québec (Employment Quebec)

COMMISSION DES PARTENAIRES DU MARCHÉ DU TRAVAIL
(LABOUR MARKET PARTNERS COMMISSION)

The Commission des partenaires du marché du travail was created under the Act Respecting the Ministry of Employment and Solidarity and instituting the Commission des partenaires du marché du travail, which Act was consented to on June 25, 1997. Its principal mandates were clearly established in the Act, namely to:

- Define manpower development needs.
- Advise the Minister on the general orientations of the Active Labour Market Policy.
- Participate in the formulation of manpower and employment strategies and objectives.
- Determine the resources allocation criteria of Employment Quebec.
- Identify action targets for public employment services.
- Approve regional action plans.
- Conclude a management agreement with the Minister, prepare an action plan annually, and follow it up.

- Take on the responsibilities stipulated in the Act respecting the development of manpower training.

2. *Société québécoise de développement de la main-d'oeuvre (SQDM) (Quebec Manpower Development Corporation [QMDC])*

Mission:

- Promote and support manpower development.
- Promote stability of manpower supply and demand on the labour market.

The success of our mission to achieve full employment is closely linked to the following:

- Continuing education;
- Human resources management;
- Job development.

The SQDM encourages cooperation among all social and economic partners for the achievement of this full employment objective.

Mandates:

- Define manpower needs in relation to the Quebec labour market.
- Bring together employer, union and social partners in order to analyze problems and find joint solutions, including the creation of manpower committees in companies or at the industry level.
- Encourage the participation of the education community in manpower development activities.
- Promote various initiatives in the area of manpower.
- Conduct research, studies or inquiries.
- Advise the Minister of Employment on manpower-related policies.
- Promote equity with regard to individuals or groups who are disadvantaged on the labour market.

3. *Job Search Club*

The mission of Quebec Job Search Clubs is to help job-seekers to find a job corresponding to their qualifications as quickly as possible.
http://www.cre.qc.ca/

Ministère de l'Éducation (Ministry of Education)

A. Overview/Main Clients

CONTEXT

Certain constituent elements structure and govern the Quebec education system and have an influence on school organization. They are rooted in history, the legal framework, the language of teaching, religion as well as the public and private nature of the system. They indicate that this system is based on duality: French or English language, Catholic or Protestant faith, public or private teaching.

THE QUEBEC SCHOOL SYSTEM

The Quebec school system comprises four levels of instruction: elementary education (which includes preschool education), secondary education (which includes two-level general education and vocational education), the CEGEP system (which includes general education and technical education), and university education (which includes three levels). These four levels of instruction are all under the jurisdiction of the Ministère de l'Éducation.

B. Sectoral/Occupational Activities

1. *Direction générale de la formation professionnelle et technique (Vocational and Technical Education Branch)*

The **Direction générale de la formation professionnelle et technique (DGFPT)** was established on September 1, 1993 when the Ministère de l'Enseignement supérieur et de la Science (Ministry of Higher Education and Science) and the Ministère de l'Éducation du Québec (Quebec Ministry of Education) merged.

MISSION OF THE DGFPT

Orient and support the development of the vocational and technical education school system in accordance with the three following principles:

- accessibility of vocational and technical training;
- complementarity of secondary and college-level instruction;
- close cooperation with social and economic partners.

To accomplish its mission, the DGFPT ensures:

- the integrated management of the vocational and technical training programs;
- the organization of the service offer and accessibility of vocational and technical training;
- the support for the secondary and college-level systems in the promotion and implementation of the continuing education approach.

http://www.inforoutefpt.org/

Développement des ressources humaines Canada – Québec (Human Resources Development Canada – Quebec)

B. Sectoral/Occupational Activities

1. *Emploi - Avenir Quebec (Job Futures - Quebec)*

Job Futures Québec was created by Human Resources Development Canada (HRDC), Quebec Region, to inform all persons interested in occupational evolution in Quebec. The site provides informative texts and statistics on each of the 512 occupational groups listed in the National Occupational Classification (NOC), as well as a detailed analysis of some 250 groups: e.g. future prospects, contacts, training required, important comments.

C. Information Available

Labour market bulletins and studies produced by our local offices in all regions of Quebec.
http://www.qc.hrdc-drhcc.gc.ca/socio-ec/menu_loc.html

Economic environment and employment by industry, 1997-2000 prospects
http://www.qc.hrdc-drhc.gc.ca/socio-98/socio-ec/deseq-f/fdefault.html

Inquiry into manpower characteristics. Overall results - September 1996
http://www.qc.hrdc-drhc.gc.ca/socio-97/moeuvre/francais/default.html

Economy and labour market: 1996-1999 prospects
http://www.qc.hrdc-drhc.gc.ca/socio-ec/emt/emt./html

Study on infra-regional part-time employment
http://www.qc.hrdc-drhc.gc.ca/socio-ec/etpi/etpi.html

Study on infra-regional employment, unemployment and seasonal employment
http://www.qc.hrdc.-drhc.gc.ca/socio-ec/ecsei/saistdem.html

HRDC socio-economic publication, Quebec Region
http://www.qc.hrdc-drhc.gc.ca/socio-ec/menu.html

Commission des normes du Travail (Labour Standards Board)

A. Overview/Main Clients

The mission of the Commission des normes du travail is to implement, in cooperation with its partners, the universal conditions of employment regulations in Quebec. The Commission thus contributes to the maintenance and development of the best possible relations between employers and employees.

Within this framework, the Commission interacts, as follows, with all those to whom the universal conditions of employment regulations apply:

- It informs its clients, namely, the employees and employers subject to the universal conditions of employment regulations, and receives, answers, analyzes and processes their requests.
- It receives and analyzes the suggestions of its partners in order to improve the universal conditions of employment regulations.
- It monitors the application of the universal conditions of employment regulations through verification and prevention programs at employers' establishments.
- It conducts impartial inquiries into financial complaints and also offers, in other cases, its conciliation and mediation services. In the absence of an agreement in accordance with the Labour Standards Act, the Commission will take legal action before civil

courts on behalf of employees. It also represents employees subjected to forbidden practices before the Labour Commissioner.

http://www.cut.gouv.qc.ca/

B. Sectoral/Occupational Activities

The Commission's duties are to:

- inform the population about labour standards;
- monitor the application of labour standards and, if necessary, submit its recommendations to the Minister;
- endeavor to make employers and employees settle their disagreements relating to the application of this law and its regulations.

Moreover, when there is a dispute relating to application of the law, it is the responsibility of the Commission des normes du travail to inform the employer and employee of the purpose of the standards at the root of the dispute and bring the parties to conform thereto.

C. Information Available

Publication of the Commission des normes du travail, available at the following Internet address:
http://www.cnt.gouv.qc.ca/en/pub./htm

Or at the following mailing address:

Commission des normes du travail
Publications Request
400 Jean-Lesage Boulevard
Quebec City, Quebec G1K 8W1

CRIQ - Centre de recherche industrielle du Québec (Quebec Industrial Research Centre)

A. Overview/Main Clients

Established in 1969, the CRIQ resulted from the desire to meet the challenges of competitiveness and technological progress. Its mission is to spur Quebec's economic development by accompanying companies in their efforts to innovate. Through a comprehensive approach to their needs, the CRIQ places cutting-edge expertise at their disposal in the fields of:

- manufacturing technologies;
- industrial and technological information;
- standardization.

The CRIQ has completely reorganized its services and grouped its activities in these three major areas. The Centre thus answers the needs of its industrial clientele, and intends contributing to the transfer of expertise and know-how in rapidly growing sectors.

B. Sectoral/Occupational Activities

1. Industrial and technological information

The CRIQ has developed and has been offering, for over 25 years, a range of industrial and technological information services that enable you to achieve your objectives. Whether it be to obtain factual data, to help you in the analysis of information prior to a technological change or major investment, or to help you implement a structured monitoring system for your environment, the CRIQ has the specialists and tools required to help you.

NEW BRUNSWICK

Department of Advanced Education and Labour

A. Overview/Main Clients

The Department of Advanced Education and Labour has a long tradition of working with employers to create job opportunities. Under its broad Partners "Umbrella" Program, the Employment Division offers a wide range of programs and services to help unemployed New Brunswickers find a job and to assist industry to create and maintain employment. The Department encourages partnerships between government, employers, community groups and the unemployed to develop new job opportunities.

The department is currently undergoing a restructuring process. Certain programs and services are being moved to the Department of Education.
http://www.gov.nb.ca/ael/empprog/english/index.htm#intro

B. Sectoral/Occupational Activities

1. *Entrepreneur*

The Entrepreneur Program is a provincially delivered job creation initiative to help unemployed New Brunswickers create jobs for themselves through self-employment. The program has 2 distinct components. Eligible participants could receive assistance with business start-ups including loan guarantees and/or self-employment benefits. Under the Loan Guarantee Component, clients can receive a loan up to $10,000. The loan is guaranteed by the government of New Brunswick for 2 years and is interest-free to the borrower for a period of one year. The Self Employment Benefit provides various types of support during the business start-up period. Assistance can include ongoing training, technical advice and financial support.

http://www.gov.nb.ca/ael/empprog/english/entrepre.htm

2. *JOB EXPERIENCE FOR TOMORROW - J.E.T.*

The Department of Advanced Education and Labour recognizes the key to economic prosperity is an educated workforce. With this in mind, the Job Experience for Tomorrow (J.E.T.) Program provides students with summer jobs to help them finance their education and give them work experience needed to find a job after graduation. The program provides wage subsidies to public sector employers, non-profit organizations and municipalities to stimulate the establishment of summer employment opportunities for students.

http://www.gov.nb.ca/ael/empprog/english/jet.htm

3. *Rural Experience*

Rural Experience is a one-year joint federal/provincial program designed to provide unemployed residents of rural areas with opportunities to acquire skills

and employment experience while working on projects of strategic importance to the province. This will improve their chances of getting a job in today's competitive and changing labour market. The Program provides employers with wage subsidies to help create short-term and permanent jobs in rural New Brunswick. The Rural Experience Program will combine the efforts of various government departments, most notably Human Resources Development Canada, The New Brunswick Department of Advanced Education and Labour, and Human Resources Development-NB.

http://www.gov.nb.ca/ael/rural/index.htm

4. *NB Job Corps*

NB Job Corps is a program undertaken jointly by the federal and provincial governments to provide unemployed older adults with opportunities to work at development projects in or near their communities. These people will work for six months each year over a five-year period and receive up to $12,000 (gross) each year.

http://www.gov.nb.ca/ael/jobcorps/index.htm

5. *The Partners Program*

The Partners Program provides wage subsidies to eligible private sector employers and non-profit organizations who intend to establish permanent employment or annually recurring seasonal jobs in New Brunswick.

http://www.gov.nb.ca/ael/empprog/english/partners.htm

6. *Job Action Program*

The Job Action Program is designed to provide the unemployed with meaningful work experience which will support them in obtaining long term employment. The program provides participating employers with incentives to help create short-term job opportunities in New Brunswick. Eligible employers are Municipalities; Non-profit organizations; and Federal or Provincial government departments and agencies.

http://www.gov.nb.ca/ael/empprog/english/actione.htm

7. *Student Venture Capital*

The Student Venture Capital Program provides students with an opportunity to own and operate their own summer business. Since students would find it quite difficult to finance a venture on their own, this program offers them an interest-free loan, guaranteed by the Department of Advanced Education and Labour. The program can provide students with an interest-free loan of up to $3,000 to help them start a summer business. If the loan is repaid in full by October 15th, students will be reimbursed one third of the loan, provided that all program regulations have been met.

http://www.gov.nb.ca/ael/empprog/english/stuvent.htm

8. *NB Works*

NB WORKS is a six-year national demonstration project that's helping New Brunswickers make a positive, permanent change in their lives by moving from reliance on income assistance to employment and financial independence. This kind

of personal achievement is possible through NB WORKS' effective blending of education, skills development, workplace experience and, most importantly, a solid support system. The NB WORKS project makes creative use of existing programs and funding provided by the Human Resources Development Canada and the New Brunswick government through the departments of Human Resources Development-NB and Advanced Education and Labour.

http://www.gov.nb.ca/hrd/nbworkse.htm

C. Information Available

Labour market statistics are available through the Labour Market Analysis Branch (LMAB). A listing of their information products available at http://www.gov.nb.ca/acl/lmab/index.htm includes:

- Collective Bargaining In New Brunswick
- Annual Follow Up Study
- Three Year Graduate Follow-up Survey
- Employer Surveys
- Survey of 1996 Graduates
- The 1997 Survey of NBCC Non-completers
- Occupational Profiles

See also: SNAPSHOT FEBRUARY96: Profile of New Brunswick's Employment by Industry. In this issue:. Summary. UPCOMING ISSUES. Employment Growth for New Brunswick and Canada - 1984-1995. Employment Growth in Goods Industries - 1994-1995 & 1984-1995. Employment Growth in Services Industries - 1994-1995 & 1984-1995.

http://www.gov.nb.ca/acl/lmab/snapshot/snapfeb.htm

Department of Economic Development and Tourism

A. Overview/Main Clients

It is the mandate of the Department of Economic Development, Tourism and Culture to stimulate the creation of jobs in New Brunswick.

B. Sectoral/Occupational Activities

1. IT Workforce Development Fund

The IT Workforce Development Fund is one of three programs under New Brunswick's IT WorkReady Workforce Initiative. The fund is intended to support the implementation of a company's human resource development plan to ensure an adequate number of skilled, qualified, and experienced IT employees to further the goals of the organization.

http://www.gov.nb.ca/edt/itfunds/devit.htm

2. IT Training Program Fund

The IT Training Program Fund is one of three programs under New Brunswick's IT WorkReady Workforce Initiative. The fund is intended to support the establishment and delivery of new training programs designed to address the needs

of New Brunswick's IT industry. The Departments of Labour and Economic Development, Tourism and Culture evaluate proposals.

http://www.gov.nb.ca/edt/itfunds/train.htm

3. *Curriculum Development Fund*

The Curriculum Development Fund is one of three programs under New Brunswick's IT WorkReady WorkForce Initiative and is supported by the Canada - New Brunswick Regional Economic Development Agreement. The fund is primarily intended to support the development and design of curriculum for new training products/programs that will increase and/or upgrade New Brunswick's IT workforce. The Department of Labour and Economic Development, Tourism and Culture will evaluate proposals.

http://www.gov.nb.ca/edt/itfunds/devcur.htm

Department of Human Resources Development

A. Main clients/overview

HRD-NB, formally known as the Department of Income Assistance, began developing a new vision for the department in 1992. Following a lengthy public consultation process, legislative changes were enacted that reflected the province's mandate of self-sufficiency. This meant that the department would shift its emphasis from a client-dependent system to one that encourages self-sufficiency for social assistance recipients. Two ingredients were missing to complete the department's transformation: high level information technology specialists and the money required to finance the development of a system that could support the new business direction. Andersen Consulting Canada is the private-sector firm that was selected to work with government in developing the processes and technology to bring about the desired change through a program called *Partners in Change*.

B. Sectoral/Occupational Activities

1. *Partners in Change*

Partners in Change (PIC) is a unique initiative underway at the Department of Human Resources Development – New Brunswick (HRD-NB). The partners are HRD-NB and Andersen Consulting Canada, who are working together to transform the department responsible for social assistance.

The system is designed to improve the delivery of social assistance programs in a case management framework, and ensure that policies relating to client eligibility are applied consistently. The savings will come from a reduction in overall administrative costs, avoidance of overpayments, reduction in ineligible applicants, as well as a decline in the number of social assistance recipients as more are reintegrated into the workforce. The savings are estimated to be in the range of $12.6 million annually over the five year repayment period. This is a solution that will not cost taxpayers anything, as Andersen Consulting Canada will not receive their fixed fee unless the expected savings are realized. These changes will not only reap ongoing monetary benefits, but case managers will spend more time providing better service to clients, helping them become more self-sufficient. It is anticipated

that the reduction in time-consuming and repetitive administrative tasks will free up case managers to spend more time with clients than in the past. Clients will experience a streamlined intake process, more efficient service, and more opportunities for self-development.

2. *Jobs Plus*

JOBS PLUS is a voluntary program that will provide people with work experience. Participants will be contributing to the New Brunswick economy by adding value to the tourism, agricultural and environmental sectors.

JOBS PLUS is a New Brunswick government program that will create more than 4000 short-term jobs. The program involves strategic projects in tourism, agriculture, environmental protection and the Trails Project. It links together various components of the Economic Development Strategy such as the Tourism Strategy and the Human Resources Development Strategy.

The first 1,200 people begin their 26-week work projects through JOBS PLUS in May 1996. For the following three years, about 1,000 people will take part in JOBS PLUS projects. Projects will include: development of snowmobile trails, conducting exit surveys, beach enhancement as well as other jobs in the tourism, agricultural and environmental sectors.

Participants in JOBS PLUS will be clients of Human Resources Development-NB. In addition to regular social assistance clients, they will include young people who have registered with Youth Futures as well as clients with disabilities. Participation in JOBS PLUS will be voluntary and will be based on an individuals need for work experience as identified in a case plan.

3. *Training and Employment Options*

Training Options

This component is guided by the Education and Training Strategy. It consists of specific training opportunities offered by HRD-NB to help clients acquire more skills for available jobs. Training Options include short term training, upgrading and skills training. The **Career Exploration Program** has also been developed to provide employable recipients of income assistance benefits with an opportunity to acquire the job exposure, training, and skills required to enter the labour market.

http://www.gov.nb.ca/hrd/teoe.htm
http://www.gov.nb.ca/hrd/carexmne.

Employment Options

Employment Options are HRD-NB's attempt to develop flexible programming and approach companies who could be potential employers. Each regional office has at least one Placement Coordinator to carry out these duties. **Employer Initiatives** include purchasing training for companies, purchasing specific equipment and working with various government departments to help access the appropriate programs.

http://www.gov.nb.ca/hrd/empinie.htm

4. *Training and Employment Support Services (TESS) for Persons with Disabilities:*

This program's objective is to enhance the employability of disabled persons by removing barriers to the development and completion of a vocational goal. This is accomplished through a comprehensive vocational rehabilitation process which includes assessment and case planning in conjunction with the disabled person.

http://www.gov.nb.ca/hrd/tesse.htm

Services include transportation, education support, medical supplies and services, training, living expenses, homemaker or housekeeper, employment support, equipment, special clothing, medical assessment, vocational assessment, and others.

5. *Youth Futures*

Providing employment development services to young people aged 15 to 24 is now a priority for Human Resources Development-NB (HRD-NB). The new Family Income Security Act encourages youth to remain in the family home and stay in school. It also acknowledges the importance of providing specialized services to young men and women to facilitate their entry into the labour force.

Young people in the province of New Brunswick face many challenges as they strive to become financially independent adults. Investing in youth will result in long term benefits to young people and to the New Brunswick economy. This investment of provincial dollars will be delivered through the Youth Futures program.

Youth Futures evolved from the Canada - New Brunswick Youth Strategy pilot project that ended on March 31, 1995. Building on the partnerships established through the Youth Strategy, this new program will deliver employment development services to young people between 15 and 24. It will also provide financial resources to partner departments for school-to-work transitional programs such as training, job search, work experience, youth at risk, addiction problems, learning deficiencies, young offenders, parenting classes, and the public school system.

The partners in the Youth Futures program are the departments of Human Resources Development-NB, Advanced Education and Labour, Education, Health and Community Services and the Office of the Solicitor General. This coordinated approach will ensure young New Brunswickers have easy access to all the necessary interventions needed to prepare for employment and to secure a job.

http://www.gov.nb.ca/hrd/youthfute.htm

6. *Youth in Action*

Youth in Action is a program that helps youth get work experience while making a positive contribution to their community. Youth need experience to get a job, but need a job to get experience. Dealing with this cycle is often frustrating and disappointing. Participants have an opportunity to be rewarded for their efforts, including a chance to receive a $2,000 scholarship. Volunteering can be fun and rewarding and is an important job search tool in the 90s - a valuable addition to a

youth's résumé. More and more employers value volunteer work and ask about it when hiring staff.

http://www.gov.nb.ca/hrd/yuthfute.htm

7. *Earthwork NB*

Earth Work NB is a summer employment program for both post-secondary students and high school graduates. Environmental work is the focus of the summer projects. The primary goal of Earth Work NB is to encourage young high school graduates to pursue a post-secondary education. •A university or college student serves as a mentor in order to expose the high school graduates to an individual who is pursuing post-secondary education.

http://www.gov.nb.ca/hrd/erthwork.htm

C. Information Available

Labour Market Information Products for Employers and Workers . . .

There are many new labour market products available on the Internet. Some of these have been created by Human Resources Development Canada in conjunction with partners. Here is a categorized list of the most popular products and how to access them:

Jobs & Recruitment
Electronic Labour Exchange
http://www.ele-spe.org

National Job Bank
http://jb-ge.hrdc-drhc.gc.ca/

CanWorkNet
http://www. canworknet.ca

National Graduate Registry
http://ngr.schoolnet.ca

The Monster Board
http://www.monster.com/

Career Help
Job Launch
http:www.island.net/~hrcnan/info.html#jobs

Career Prospects
http://www.globalx.net/ocd/index_e.html

Job Futures
http://hrdc- drhc.gc.ca/hrdc/corp/stratpol/jobs/english/index.html

Career Services University of Waterloo
http://www.adm.uwaterloo.ca:80/infocecs/CRC/manual- home.html

Youth
Youth Resource Network of Canada
http://www.youth.gc.ca

The Canada/New Brunswick Guide to Youth Training & Employment Programs
http://www.gov.nb.ca/hrd/ythdire.htm

Labour Market Information
National Labour Market Information
http://204.191.126.76/lmi.html

The New Brunswick Labour Force Development Board (NBLFDB)

(excerpt from Newsletter #4 - June, 1997)

A. Main clients/overview

The New Brunswick Labour Force Development Board (NBLFDB) has completed an assessment of the status of national sector council initiatives in the province. The report also considered local mechanisms for joint labour/management/government co-operation such as Industrial Adjustment Services and Co-ordinating Groups. The report, which is available from the NBLFDB office, recommends a co-ordinated, joint assessment of the existing and planned national sector councils, to consider which ones would most likely have something significant to offer New Brunswick. It suggests the involvement of Economic Development and Tourism in this exercise as well, to identify sectors where national sector council activity ought to be encouraged. The mining and seafood sectors were used as possible examples.

Consultative Mechanisms for Industry Input into Training

The Department of Advanced Education and Labour (DAEL) is currently examining the consultative mechanisms which the province uses in developing curriculum in both the college and apprenticeship streams, with plans to devolve that responsibility to the various campuses. From the department's own initial assessment, existing mechanisms are in many instances not working effectively. The NBLFDB has been invited to advise the department on such a development, and would encourage interested parties to make their views known to their reps on the NBLFDB, or directly to DAEL staff person Lynn Pierpoint-Mallet at 453-7128.

Bill C-12 and Transfer of Labour Market Programs to the Province

The Board has been a keen participant in discussions about the potential impact of the proposal to shift responsibility for labour market program delivery from HRDC to the provincial government, namely to the provincial departments of **Advanced Education and Labour, and Human Resources Development New Brunswick (HRD-NB)**. With the passing of th. July 1 target date for an Agreement to be signed, it appears that the ambitious timetable for devolution has been relaxed, and with it the pressure to define any change in the nature and design of what would have been new employment programs and services.

The Board is keenly interested in being a party to the design and implementation of any new Agreement, consistent with its mandate outlined in the **1991 Labour Force Development Agreement**. Discussions between the NBLFDB and the two lead departments (DAEL and HRDC) in the negotiations are ongoing. In the meantime, work on the Board's Labour Market Information priority for 1996-97 is on hold, pending determination of where leadership responsibility for this service will be situated.

Accountability in Contract Training

In response to concerns raised to the Board about the perceived lack of accountability in labour market training purchased by governments for recipients of Social Assistance and Unemployment Insurance, **Advanced Education and Labour, Human Resources Development New Brunswick, and Human Resources Development Canada** joined with the **NBLFDB** in designing and undertaking research on this question. With the help of Burt Perrin Associates, the work was completed and passed on to government for a joint response, which is due at this time.

Without getting into a comprehensive examination of the report's recommendations, several areas are expected to see further attention by government:

1. The issue of establishing comparable accountability systems and measures which reach across departmental boundaries, particularly when the "client" is the same;

2. The coordination of an animated discussion amongst the stakeholder groups on the topic of performance measures. There is a shared concern across departments of a trend to short-term performance measures being introduced (i.e. the number of job placements) which may incline programs to "creaming," thus weakening the commitment to equity, and to individuals who are severely employment disadvantaged;

3. In light of the expressed intention of the federal government to place increased attention on individual choice when it comes to training "skills grants and loans," consumer education for the training purchaser seems an ideal area for future consideration. This idea was first promoted by the NBLFDB as an alternative to over-regulation of the private sector training industry. The time for such an initiative has come, and would obviously serve the policy agendas of numerous departments of government.

Any reader wishing further information on any of the topics above or on the New Brunswick Labour Force Development Board, please contact Patricia Allan at (506) 457-1277 or e-mail *nblfdb@nbnet.nb.ca*.

The Atlantic Canada Opportunities Agency

A. Main clients/overview

The Atlantic Canada Opportunities Agency (ACOA) is a federal agency whose goal is to provide economic development leadership in order to foster economic growth through the successful development of businesses and job creation. Established in 1987 and headquartered in Moncton, ACOA offers a broad range of programs and services designed to help entrepreneurs throughout all stages of the business life cycle.

Development of small business is the main focus of ACOA. The Agency offers direct financial assistance to commercial enterprises and also provides indirect assistance by funding non-commercial support organizations to provide services to small businesses. In addition, ACOA demonstrates its economic development leadership through special co-operative accords with the four Atlantic provinces. Through these, federal and provincial funding is directed to activities of mutual concern and interest.

http://www.acoa.ca/

B. Sectoral/Occupational Activities

1. *Partnership in Community Economic Development: The Example of Greater Moncton*

Greater Moncton's recovery from devastating industrial closures and job losses in the 1970s and 1980s has drawn attention across Canada. This report documents how this recovery was achieved, and whether its experience can benefit other regions and municipalities of the Atlantic region.

C. Information Available

Prospects for Growing Knowledge-Based Industrial Clusters in Atlantic Canada

Now available: A study which examines the Prospects for Growing Knowledge-Based Industrial Clusters in Atlantic Canada. Prepared for ACOA by Nordicity Group Ltd., this study provides profiles and characteristics of six industry clusters in different stages of development and from varying geographical perspectives within Atlantic Canada. The study provides useful insights into the phenomenon of industrial clustering in our region and strategic options to stimulate further development of our industrial clusters. Key topics addressed include management issues, linkages in industry and between industry and R&D institutions, financing, information technology and jurisdictional influences.

1996 - 1998 News Releases

News releases relating to ACOA activity in economic development in Atlantic Canada. Note: News releases number approximately 500. An improved search function will be made available in the near future for the news release database.

http://www.acoa.ca/english/frameset_main.html

NOVA SCOTIA

Economic Development and Tourism

A. Overview/Main Clients

Nova Scotia Economic Development and Tourism works with people, communities and businesses to create and maintain a vigorous economy fuelled by long-term job creation. The department encourages entrepreneurism, co-operation and partnerships among all levels of government, business and community organizations. Access Nova Scotia Centres are working examples of partnerships. Department staff provide sound business planning and financial services to help Nova Scotians succeed in opportunities for enterprise. Business Service Centres are located province-wide to provide easily accessible advice, support and information.

Inward investment and export trade are encouraged and assisted through specialized programs and services. The department provides development, marketing and visitor information services for Nova Scotia's flourishing tourism industry. Tourism receipts have surpassed $1 billion. Quality customer service training, product development and marketing are priorities.

B. Sectoral/Occupational Activities

1. *Nova Scotia Works*

Economic Development and Tourism offers a wage subsidy to employers who can provide employment opportunities for Nova Scotians between January and June each year.

2. *PEP – Provincial Employment Program*

The Provincial Employment Program, or PEP, is an employment program administered by Nova Scotia Economic Development and Tourism. PEP was established in 1978 to provide career-related work experience for students in post-secondary education, and jobs for the unemployed. PEP provides funding to employment initiatives within Economic Development and Tourism and other provincial government departments. It supports programs like the Environmental Youth Corps and the Nova Scotia Links Program.

3. *Co-operative Employment Program*

The Co-operative Employment Program provides educational opportunities for post-secondary co-op students. Eligible employers must hire a student from an approved co-op program and are reimbursed by EDT for part of the student's wages.

4. *Nova Scotia Employment Program for Students*

The Nova Scotia Employment Program for Students will partner with non-profit and government funded organizations and municipal governments to create career-related summer jobs for post-secondary students throughout the province and will focus on high unemployment areas of Nova Scotia.

5. *YES! – Youth Entrepreneurial Skills Program*

Young Nova Scotians are turning opportunities into business successes all over the province. They're employing themselves and sometimes others, and using their skills to take control of their future. They're picking something they like doing and then running with it. It's a great way to spend the summer and can lead to a career as an entrepreneur.

The YES program provides repayable loans and/or business counselling and training to full-time students between the ages of 16 and 29, who wish to set-up and operate their own summer business. It helps participants to prepare a business plan and to get ready to run their own business. Eligible students can obtain a loan of up to $5,000.

C. Information Available

1. *Community Economic Development Division*

The Community Economic Development division leads government support for community economic development in Nova Scotia. Staff provide a wide range of support services to Regional Development Authorities (RDA's) and small businesses. Community Economic Development (CED) encourages and promotes community organizations throughout Nova Scotia responsible for community economic development.

Phone: (902) 424-2720
Fax: (902) 424-0508
E-mail: econ.ced@gov.ns.ca

Web site
http://www.gov.ns.ca/ecor/ced/

Employment Programs
Phone: (902) 424-2720
Fax: (902) 424-0508
Toll-free: 1-800-880-6661

Web site
http://www.gov.ns.ca/ecor/infocent/employ.htm

Periodically, the Community Economic Development Division administers short-term job opportunity programs. Some programs are directed specifically toward student employment, while others are directed to stimulate regional economies. Examples of past programs include: the Nova Scotia Employment Program for Students, PEP (Provincial Employment Program), Hire a Student Tax Credit Program, Municipal Works Program and Nova Scotia Works.

2. *Employment Funding for Other Provincial Government Departments*

A portion of the employment budget is distributed to various government departments for the purpose of job creation during the summer months. These include: Environment, Housing and Consumer Affairs, Natural Resources, Community Services, and Education and Culture.

Employment initiatives are developed to meet identified strategic needs.

Youth Entrepreneurial Skills Programs (YES)
Phone: (902) 424-2720
Fax: (902) 424-0508
Toll-free: 1-800-565-2009

Web site
http://www.gov.ns.ca/ecor/ced/youth/yes.htm

Department of Education and Culture

A. Overview/Main Clients

The Nova Scotia Department of Education & Culture is responsible for ensuring that the educational, vocational and technical training services specified by provincial legislation are provided to Nova Scotians. This includes the responsibility for: public schools ; financial assistance for post secondary students ; operating the Nova Scotia Community College and the College de l'Acadie ; the operation of the Nova Scotia Museum, the Provincial Library, and a system of support for regional libraries throughout the province ; the operation of correspondence study service, apprenticeship training and certification and for providing a comprehensive career counselling service.

The Department provides overall program direction to public schools, grants to school boards, supervises curriculum development, supplies textbooks, and financial and research support services, and assists in the planning of school buildings and the operation of pupil conveyance systems.

The Department administers a teacher certification system and the Provincial Apprenticeship system. It is also responsible for the development and celebration of our province's cultural heritage through the Cultural Affairs Division.

B. Sectoral/Occupational Activities

1. Information Economy Initiative

The Information Economy Initiative is a $62.1 million project, the single largest information technology investment in Nova Scotia history. The three-year project provides Internet connections, hardware, software, technical support and professional development for schools, universities and communities across Nova Scotia. It is an investment in Nova Scotia's young people and communities. The result will be a stronger economy and **workforce**, enriching student learning, attracting investment, and connecting communities across Nova Scotia.

The project represents a **collaboration** of the Atlantic Canada Opportunities Agency (through the Economic Diversification Agreement), Industry Canada, Human Resources Development Canada, the Nova Scotia Departments of Education and Culture and Economic Development and Tourism, Nova Scotia Council on Higher Education, the Technology and Science Secretariat, schools, universities, the private sector and communities

There are three main components. Many project details will develop from on-going consultation and planning with partners and communities.

Investing in research and development
IT Development in Universities: A $19 million investment. This part of the initiative involves three of Nova Scotia's information technology-focussed universities: Dalhousie, Acadia and the University College of Cape Breton (UCCB). The project includes a high-speed research network linked to Dalhousie, Acadia and UCCB, and provides the technology to eventually include other universities, the Nova Scotia Community College and Collège de l'Acadie. Other elements focus on information technology infrastructure, establishing university centres of excellence in IT training, and support **for business/industry partnership programs**.

Investing in Students and Schools
A $35.3 million investment to fund computers and local area networks in schools in approximately 100 communities across the province. This will move the province much closer toward the goal of one computer for every five students by the year 2005.

Linking Communities and Developing Strength
A $6.8 million investment. Industry Canada's Community Access Program (CAP) was created to bring public access to the Internet to rural Canadians. Up to 100 more CAP sites will be added in locations across the province and Regional Community Access support partnerships will be created. An extensive set of uses of the CAP sites will be supported that will lead to revenue generating projects over the next three years. In addition, short term operational funding will be provided for the Strait East Nova Community Enterprise Network (SENCEN) "Smart Region" project.

2. *Youth Service Canada (Human Resources Development Canada)*
This program is for youths between the ages of 15 and 30 who are out of school. While working in this program, youths receive a regionally determined weekly stipend for living expenses.

3. *Provincial Youth Internship Program: Summer Program*
A program for recent high-school graduates or students between the ages of 16 and 30 who are in university, community college, or a private trade school. The program offers applicants the opportunity to work in summer employment for a period of two to four months. Jobs are career-oriented in nature. All jobs are within provincial government departments or agencies.

4. *Challenge to Change*
This program is for Mi'kmaq/Aboriginal youths between the ages of 16 and 24 who live off a Reserve in Nova Scotia.

- Applicants must be out of school.
- Applicants must be interested in becoming employed and working in a career.
- Applicants must be facing employment barriers

This program offers applicants the opportunity to work in term employment for a period of five months. Jobs start at various times throughout the year, based on project needs. Successful applicants will be involved in a four-phase program that allows them to re-identify their cultural roots; explore life goal options they wish to pursue; decide upon and complete a community project; and decide upon a career path.

5. *Fast Track to Entrepreneurship Program*

This program is for youths between the ages of 13 and 18 who are interested in exploring entrepreneurship as a career option. Applicants must attend six three-hour workshops, in order to be eligible to receive loans available under the program. The program introduces youth to business as a career alternative. Each participant is considered an independent owner/operator who receives the ongoing support of the local project facilitator. Participants may apply for loans from local sponsors after completing the six three-hour workshops. These workshops will guide students through the steps involved in starting and running a business.

6. *Entrepreneurship 12*

This Grade 12 course is for high-school students who have an interest in starting their own business, or who wish to explore entrepreneurship as a career option. The credit course includes both a classroom and hands-on component. It provides students with the basic knowledge needed to start their own businesses as well as support and advice once they do so.

7. *Entrepreneurship Venture Centres (EVC)*

This program is for persons between the ages of 16 and 21 who are interested in starting their own businesses. The program provides a means for high-school students to explore entrepreneurship as a career option. Under the instruction of a full-time, certified teacher, students start and run their own businesses while taking regular high-school courses. Students develop their individual course load, receive full academic credits for their courses, and graduate with the same diploma as their peers.

8. *International Youth Internship Program*

This program is for university or college graduates between the ages of 19 and 30. Applicants must:

- be Canadian citizens and eligible to work in Canada
- be unemployed or under-employed (working in a job that does not allow them to use their academic training)
- have a basic knowledge of a foreign language or be prepared to learn one
- agree to meet the objectives of the internship and to share in some of the costs of the internship

This program offers applicants the opportunity to work on development activities for a period of six to 12 months. Jobs start at various times throughout the year, based on employer needs. Successful applicants will work in a variety of jobs, depending upon project requirements. Internships generally include a minimum of three months working in Asia, Latin America, or Africa. Upon returning to Canada, the employer will support the intern's efforts to find a career-related job. Program is sponsored by Canadian International Development Agency (CIDA) through funding from the Youth Employment Strategy, developed by Human Resources Development Canada

http://www.ceed.ednet.ns.ca

9. *Adult Learning & Innovation*

The Adult Learning & Innovation is a division within the program branch of the Department of Education and Culture. It operates four sections:

- Learning Development and Resources Section

- Transitional and Development Section
- Private Trade School Section
- Rehabilitation Programs and Services

http://www.ednet.ns.ca/educ/program.htm

10. Partnership Secretariat

A **Partnership Secretariat** works with all four sections of the Adult Learning and Innovation Division to ensure that effective human resource development happens in Nova Scotia and that it happens in conjunction with real community economic development. Its object is to establish new and creative partnerships in the evolving Nova Scotia economy and contribute to the long term sustainability of Nova Scotia's communities.

Other Partnerships

Human Resources Development Canada / Nova Scotia Community Colleges

In recent years, the Nova Scotia Community Colleges in partnership with Human Resources Development Canada (HRDC) has offered quality training initiatives and services designed to help local businesses, communities and industries remain competitive in the changing economy. Although HRDC has suffered significant downsizing over the last three years, cooperative ventures between the College and HRDC are continuing to grow with several new developments at the campus level.

Annapolis and Kingstec Campuses are both working with HRDC to setup two Youth Resources Centres. One will be placed in Kentville in the building housing the Town of Kentville, and the other at the Annapolis Campus. These centres will provide youth with the resources and assistance needed to enable them to enter the workforce and make informed career choices.

HRDC gas also situated Human Resources Centres on the Annapolis Campus and Burridge Campus. The Annapolis site provides services to the Valley area replacing the closed HRDC location in Middleton. The recently opened Burridge Centre has a staff of three and provides group information sessions, service needs determination, employment counseling and case management for HRDC clients.

The Halifax Campus and the Institute of Technology Carupus are working with HRDC on several projects, including the development of a web site for students with disabilities and funding for individual HRDC clients participating in the Deaf Upgrading for Employment Program. In addition, HRDC has played a major role in the production and funding of TEAM Work Cooperative Ltd. in partnership with the Department of Education, the Department of Community Services and many community advocacy and support agencies for people with disabilities. The NSCC is a founding member of TEAM Work which is a collaborative effort designed to create employment for persons with disabilities, as well as act as a one-stop service model enabling people to access services from a single location.

HDRC Nova Scotia Job Bank

The HRDC Nova Scotia Job Listings show selected job openings posted in Human Resource Centres across Nova Scotia, along with many hard-to-fill job orders for the rest of Canada.

The final training plan for HRDC seat purchases has been released. This training plan provides the operational guidelines for the administration of training in the amount of $6.9 million and 650 HRDC clients. An interesting feature of this year's plan is a dedication which reads:

"This final training plan is dedicated to the staff of the HRCC's and the Nova Scotia Community College, who have worked together over the years to provide training interventions for thousands of Nova Scotians under the Government to Government Purchase Arrangement. Their efforts have impacted greatly on the lives of many in our fair province."

C. Information Available

1. *Nova Scotia Trends in the Economy*

Provides statistics on the Nova Scotia labour force.

*Web site*http://www.gov.ns.ca/fina/stats.div/trends/may/tr007.htm

2. *The Nova Scotia Community College Graduate Follow-up Survey Report*

The Nova Scotia Community College Graduate Follow-up Survey Report, 1995 presents the findings of an employment status survey for graduates of the Nova Scotia Community College, Memorial Composite, & the Trades and Technical Faculty of the University College of Cape Breton.

3. *Career Options: An Occupational Handbook for Nova Scotians, 1996*

Career Options is an online database which provides answers on more than 180 groups of occupations that are available in Nova Scotia (grouped by type of work, education, training and physical demands), Career Options answers important questions about each occupation such as:

- What are the main duties?
- Is the work full-time, part-time or seasonal?
- What kind of training is needed?
- Where is training offered in Nova Scotia?
- How long is the training?
- What skills are needed for this type of work?
- Where are people in the occupation usually employed?

Career Options also answers questions about the Nova Scotia labour market:

PRINCE EDWARD ISLAND

Department of Economic Development and Tourism

A. Overview/Main Clients

As of July 31, 1998 the responsibilities of this Department have been assumed by the new Departments of **Development, Fisheries and Tourism** and **Technology and Environment**. Information on this Department is provided here for reference purposes only.

Enterprise PEI, a division of the department was proclaimed on September 9, 1993 to provide leadership in the development, support and implementation of economic development; and to assist, establish, and maintain profitable wealth-creating enterprises on Prince Edward Island.

http://www.gov.pe.ca/edt/index.asp

B. Sectoral/Occupational Activities

1. *Employment Development Agency*

The Employment Development Agency programs generate maximum benefit from people hired for community development.

http://www.gov.pe.ca/edt/empdevag/index.asp

2. *Development Division*

The Development Division spearheads new economic development for the province. Its role is central and critical to government's overall objective of advancing sound development initiatives. The division solicits and supports investment, creating jobs and wealth for Prince Edward Island; proactively supports small business; encourages entrepreneurship and investment risk sharing; develops energy and technology strategies; conducts market research; and actively promotes PEI as a competitive place to do business. The division is particularly concerned with job creation in the following two sectors:

Aerospace and Food

The responsibilities of the Aerospace and Food section are to promote, identify and develop sound business opportunities with emphasis on wealth and job creation in the value-added food processing and aerospace sectors. This section actively supports existing growth opportunities as well as start-up initiatives from both on-Island and off-Island prospects. This section is also responsible for business immigration and business procurement administration.

Information and Communications Technology

The creation of employment opportunities and wealth creation in Information and Communications Technology sectors is the prime responsibility of this group. Building both technical and human infrastructure, prospecting for new companies to establish in the province, and providing assistance to existing and newly created companies are the principal functions of the IC&T group. Responsibility for the development of policy recommendations on issues related to telecommunications is also included as part of the mandate of the group.

http://www.gov.pe.ca/edt/epei/epei_dev/index.asp

3. *Community Development Division*

The Community Development Division works in conjunction with economic development partners to facilitate the development of the rural areas of the Prince Edward Island economy. The Division accomplishes this through the management and delivery of programs and services in support of small business, entrepreneurship, craft development, employment development, and community economic development. The Division also participates in related departmental policy and planning initiatives to fulfil this role.

http://www.gov.pe.ca/edt/commdev/index.asp

4. *Policy and Planning*

The Policy and Planning Division mandate is to provide policy and planning assistance for all divisions throughout the Ministry; collect and develop research material which is central to the overall economic development initiatives; **carry out labour market and economic analysis**; provide computer support for staff; develop computer systems; develop the province's Internet Information Centre; represent the department on various interdepartmental policy initiatives; provide policy assistance with respect to Federal/Provincial Agreements; and coordinate annual reports and briefing books.

http://www.gov.pe.ca/edt/polplan/index.asp

5. *Human Resources Investment Branch*

The Human Resources Investment Branch provides the overall management of the Human Resources Investment Fund. The Fund, as announced in the February 1995 federal budget, is an instrument to support a broadly based employment and social investment strategy. The Fund supports initiatives and services that actively help unemployed people find and keep jobs, combat child poverty and help those most in need.

The functions of the Human Resources Investment Branch include implementation of the new re-employment benefits and support measures as described in the Employment Insurance Act (See Chapter I, Employment Insurance). Other functions of the Branch include support to the government's youth agenda and Jobs Strategy, co-ordination of federal-provincial labour market agreements and agreements with Aboriginal communities, and an array of initiatives that further national objectives in the area of shared interests. Support for projects related to enhancing the employability of persons with disabilities, research and development in the area of child care, and social development research are also managed through this Branch.

Aboriginal Relations

This directorate administers the following programs related to Aboriginal labour force development: the First and Inuit Child Care Initiative; Aboriginal National Framework Agreements and Regional Bilateral Agreements; and Aboriginal Strategic Initiatives.

Federal-Provincial Relations

This directorate is concerned with federal-provincial relations, including federal-provincial labour market negotiations and federal-provincial program administration. The basis for a new partnership between the Government of Canada and provincial/territorial governments is outlined in the new Employment Insurance (EI) legislation which came into effect on July 1, 1996. This partnership respects provincial responsibility for labour market training and recognizes that both levels of government must find new ways to work together to help unemployed Canadians find and keep jobs. Under the new arrangements, those provinces and territories who wish to do so will be able to assume responsibility for active employment measures, supported by EI funds administered by the Government of Canada. The Government of Canada will withdraw from the purchase of training, apprenticeship training, cooperative education, workplace-based training and project-based training within three years, or sooner if desired by provinces and territories.

6. *Labour Market Development Agreement*

The Canada-Prince Edward Island **Labour Market Development Agreement** sets out a new **partnership** for the design and management of labour market development programs and services for the unemployed in the province of Prince Edward Island.

The governments of Canada and Prince Edward Island will play equal roles in the design of and decision making on active employment measures and services provided for in the Employment Insurance (EI) Act, as well as the operation of the National Employment Services (NES) on Prince Edward Island. The NES provides information on employment opportunities across Canada to help workers find employment and to help employers find suitable workers, including the provision of labour market information, labour exchange services and employment counselling.

These arrangements, through a new partnership between the two orders of government, are intended to ensure that the design of these programs will reflect the needs, circumstances and priorities on Prince Edward Island.

Under this agreement, the Government of Canada will retain full financial responsibility for EI-related active employment measures and services as well as for the NES, and will also remain responsible for delivery of all such programs and services. Service will continue to be provided in both official languages where there is significant demand for assistance in that language.

The EI Act provides for a range of active employment benefits and support measures so that people can get back to work as quickly and efficiently as possible. These are:

Employment Benefits

Targeted Wage Subsidies - Assistance provided to employers to encourage them to hire unemployed workers.

Targeted Earnings Supplements (under development) - Assistance provided to unemployed workers to encourage them to accept employment by offering incentives such as temporary earnings supplement.

Self-Employment Assistance - Assistance provided to unemployed workers to encourage them to start their own businesses.

Job Creation Partnerships - Assistance provided to employers to create employment opportunities for unemployed workers, and allow them to gain work experience that will improve their long-term employment prospects.

Skills Loans and Grants - Assistance provided to unemployed workers to help them obtain skills for employment, ranging from basic to advanced skills.

Support Measures

Local Labour Market Partnerships - Assistance provided to employers, employees and employer associations, community groups and communities to improve their capacity for dealing with human resource requirements and implementing labour force adjustment.

Employment Assistance Services - Assistance provided to organizations that provide employment services to employed persons.

Research and Innovation - Assistance provided to support activities that identify better ways of helping people prepare for, return to, or keep employment and be productive participants in the labour force.

The two governments will form a joint Management Committee to oversee its effective administration and implementation. The Management Committee will be composed of representatives from Human Resources Development Canada, its provincial counterparts from the Executive Council office, and the Department of Economic Development and Tourism, the Department of Education, and the Department of Health and Social Services.

The agreement also promotes partnership and co-operation with other labour market partners such as employers, workers and community-based organizations. Major stakeholders will be key contributors to the development and design of the measures to be implemented under this agreement.

http://www.gov.pe.ca/edt/labourmarket/high.asp

Department of Education

A. Overview/Main Clients

The mission of the department is to ensure high quality educational, cultural and recreational programs and services to all Islanders to promote their social and economic participation to the fullest of their potential, and enhance their well-being and quality of life.

Higher Education and Training and Adult Learning are now divisions within the Department of Education.

NEWFOUNDLAND

Department of Human Resources and Employment

A. Overview/Main Clients

Responsibilities of the department:
•Providing income support and related social programs, such as employment opportunities and training, to persons in need.
•Coordinating, developing, promoting and directing program planning and research activities on the socio-economic aspects of the department's programs;
•Providing supports and services to enhance the inclusion of children, individuals with developmental and/or physical disabilities and their families into the community;

Department of Human Resources and Employment
Labour Market Development
P.O. Box 8700
St. John's, NF
Canada A1B 4J6
Tel: (709) 729-2719
Fax: (709) 729-5560

http://www.gov.nf.ca/hre/

B. Sectoral/Occupational Activities

1. *Seasonal Employment Generation Program*

This program is designed to provide financial assistance to employers in seasonal industries to create new, incremental, full time jobs during their seasonal operations. The assistance does not apply to previously established positions. A wage subsidy is available for 50% of the employer's normal workforce. The duration of the subsidy is for a minimum of 8 weeks to a maximum of 15 weeks.

http://www.gov.nf.ca/hre/finsupp/labour.htm

2. *Employment Generation Program*

This program is targeted towards creating new, long term employment. Profit and non-profit enterprises are eligible. The subsidy does not apply to existing staff. Private sector employees can receive a subsidy of 50% of hourly wages to a maximum of $4.00 per hour, during the initial 20 weeks and final 20 weeks of a 60 week program. No subsidy is paid for the interim 20 weeks. Non-profit organizations can receive a subsidy of 100% of wages up to $5.68 per hour during the initial 20 weeks and final 20 weeks of a 60 week program. In addition, non-profit organizations can receive 10% of the approval amount for administration costs.

http://www.gov.nf.ca/hre/finsupp/labour.htm

3. *Small Enterprise Cooperative Assistance Program*

This program is designed to assist small private firms in the province (less than 50 employees and less than $5 million in annual sales) or entrepreneurs actively pursuing the creation of a new small firm to hire students enrolled in an accredited cooperative education program in the province. The job for which the student is hired must be related to the student's field of study. A subsidy of 50% of the hourly wage to a maximum of $5 per hour is available for a minimum of 12 weeks and a maximum of 16 weeks.

http://www.gov.nf.ca/hre/finsupp/labour.htm

4. *Employer Wage Subsidy Program*

This program covers a 32 week period. Salary for the initial 12 week period is cost-shared 50/50 to a maximum of $5 per hour. The employer pays 100 % of the salary for the next 10 week period. The final ten week period is again cost shared to a maximum of $5 per hour.

http://www.gov.nf.ca/hre/finsupp/labour.htm

5. *Graduate Employment Program*

This program is designed to help graduates of post-secondary institutions find employment in their field of study. To qualify, a graduate must have completed a minimum one-year post-secondary program, been seeking work for three months, be unemployed or under-employed (working fewer than 20 hours per week), and have graduated within the past two years. An employer with an established business, is reimbursed 60 percent of each salary up to a maximum of $10,000 for each job of a 52 week duration.

6. *Student Work and Service Program (SWASP)*

SWASP is designed to help students, who plan to attend or return to a post secondary institution within the next year, meet their education costs while providing them with valuable work experience with private sector business or through community service work with non-profit organizations or community groups. The program has two components.

1.The Paid Employment Component, is administered by the Department of Human Resources and Employment. The program provides a $2.25 per hour wage subsidy towards the wage rate paid to the student by private sector employers and a tuition credit of $50.00 for each week worked under the program. The subsidy is for a minimum of 5 weeks and a maximum of 18 weeks. Applications are available from the regional offices of the Department of Human Resources and Employment.

2.The Community Service Component is administered by the Community Service Council. This component pays the student a $50 weekly stipend and in addition the student receives a $1,400 tuition voucher for completing 280 hours of community service. The program has a maximum duration of 8 weeks. Applications are available from HRD's Canada Employment Services for Students, Human Resources and Employment regional offices and the Community Services Council. Applications for community service placements with Memorial University are available at the university's Employment Services Centre for Students.

7. High School Program

This program provides a wage subsidy for both private and non-profit enterprises to hire Level I, II, III students. Private sector employers will be reimbursed $2.25 per hour up to a maximum of 40 hours per week. Non-profit employers will be reimbursed 100% of wages up to a maximum of $5.25 per hour, as well as 10% Mandatory Employment Related Costs (MERC). Funding is available for a maximum of 8 weeks and a minimum of 3 weeks.

C. Information Available

Department of Human Resources and Employment
Labour Market Development
P.O. Box 8700
St. John's, NF A1B 4J6
Tele: (709) 729-2719 Fax (709) 729-5560

Department of Development and Rural Renewal

A. Overview/Main clients

The Department of Development and Rural Renewal's mandate is to stimulate the creation of new job opportunities and economic growth,particularly in rural areas. The Department has assisted with the establishment of 20 economic zones throughout Newfoundland and Labrador. Each zone is represented by a regional economic development board whose job is to facilitate the development of business and economic opportunities in its zone. Each board acts as a co-ordinating body between communities, local development groups, business, labour, education and training groups, and the federal and provincial governments.

To complement the work of zone boards, the Department plans to provide single-window small enterprise support services in each zone. These services will be jointly offered by the Department and the federal government and community-based agencies to enable single-windows access to programs and services to small businesses. Services will include counselling and the provision of information and financial services.

The Department is also working on strategic initiatives to stimulate the growth of new and existing industries by opening up new market opportunities for provincial businesses. For example, the Department is involved in the operation of the Newfoundland and Labrador Film Development Corporation which assists growth of the province's film and video industry. The Department is working with St. Pierre and Miquelon to explore ways of exporting manufactured goods to the European Economic Community through St. Pierre and reduce tariffs and duties that would otherwise be incurred by Newfoundland exporters. The Department is also working with provincial secondary food processors and the Alliance of Manufacturers and Exporters to enhance opportunities for value-added products and exports.

B. Sectoral/Occupation Activities

1. Transitional Jobs Fund

The Department of Development and Rural Renewal accepts proposals and is responsible for provincial assessment and approval under this fund. Human

Resources Development Canada is responsible for the federal assessment and approval process.

Under this fund, businesses can access financial assistance in areas such as wages and related employment costs, overhead costs and some capital costs. Proposals must demonstrate that their implementation supports the objectives of the fund and are in accordance with all guidelines set out in the fund.

Department of Industry, Trade and Technology

A. Overview/Main Clients

MESSAGE FROM THE MINISTER

"Our goal is to encourage investment in our province by cutting through the red tape of taxes and regulations. You'll find people who are willing to work with you to make your ideas a market reality. You'll also find a quality of life here that an envious North America lost a century ago. It's all part of doing business in Newfoundland and Labrador."

B. Sectoral/Occupational Activities

1. *Economic Diversification and Growth Enterprises Unitive (EDGE)*

Newfoundland and Labrador's EDGE legislation offers substantial tax holidays, nominal fee Crown land leases to encourage significant new business investments in the province, and access to a dedicated government facilitator. The goal is to stimulate private sector job creation by diversifying the economy. The incentives are available to both existing businesses that expand and to new start-ups that obtain designation as an EDGE corporation.

Department of Industry, Trade and Technology
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Tel: (709) 729-5066
Fax: (709) 729-3208

http://www.success.nfld.net

Department of Education - Advanced Studies Branch

A. Overview/Main Clients

The Advanced Studies Branch is responsible for designing and implementing policies, programs, and services to maximize human resource development through post-secondary education, literacy programming, trades training and certification, and student financial assistance. In addition to its two program divisions, the Branch includes two secretariats, one responsible for managing the Canada, Newfoundland Co-operation Agreement on Human Resources Development (HRD), and the second responsible for the operations of the Council for Higher Education.

http://www.gov.nf.ca/edu/advanstu/advstubr.htm

B. Sectoral/Occupational Activities

1. *Institutional and Industrial Education Division*

Responsible for the regulation, coordination and evaluation of public and private post-secondary industrial training programs, for the administration of the apprenticeship training system including national trades certification, for the assessment of provincial training needs, and for the conduct of research into new instructional methodologies and technologies. The Division also administers provincial bursaries and awards for students attending, or about to attend, post-secondary institutions.

The Institutional and Industrial Education Division consists of two sections: Post Secondary Programs Services Section and the Industrial Services Section.

The Post Secondary Programs Services Section: - Responsible for the regulation, coordination, and evaluation of public and private post secondary programs. Program consultants and management personnel assess provincial training needs and conduct program development, revise existing provincial programs, carrying out analyses of program proposals submitted to the Department, design and implement program evaluation strategies, initiate and conduct research into new instructional methodologies and technologies, research and provide for post secondary staff development, fulfil the Department's obligations with respect to pertinent aspects of acts and regulations governing the post secondary sector, and provide a liaison with other departments and agencies provincially, nationally, and internationally.

The Industrial Services Section: - Responsible for meeting the needs of employers for skilled tradespersons in the Province primarily through the Interprovincial Red Seal Program. Industrial Training Consultants implement the provisions of the Apprenticeship Act by monitoring the progress of apprentices on-the-job and during in-school training periods. Provincial and National standards are maintained through the involvement of trade Advisory Committees which make recommendations to the Provincial Apprenticeship Board.

2. *Federal/Provincial Agreements Division*

Responsible for coordinating the activities of federal/provincial funding agreements in which the Department of Education is a key stakeholder. Responsibilities are shared with other provincial departments such as the Department of Development and Rural Renewal and the Department of Industry, Trade and Technology, and

federal agencies such as Atlantic Canada Opportunities Agency and Industry Canada.

- Canada/Newfoundland COOPERATION Agreement on Human Resource Development
- Canada/Newfoundland Agreement on Economic Renewal
- Canada/Newfoundland Comprehensive Economic Development Agreement

http://www.gov.nf.ca/edu/other/hrdsec.htm

Federal Government Partnerships

B. Sectoral/Occupational Activities

1. Economic Planning and Development

Funding is used to provide sufficient resources to respond to economic development opportunities and to support the development planning activities of community based organizations and development agencies in Labrador. The strategy supports a wide range of sustainable economic development activities including, but not limited to the following:

- fisheries development
- forestry development
- tourism development
- economic planning studies
- pilot projects

The primary focus is on the development of smaller scale, economic opportunities which encourage private investment and initiative at the level and use the innovative technologies to suit the particular needs of Labrador. Projects must be consistent with regional economic development plans and must demonstrate a linkage to industry development. Projects that demonstrate a potential for job creation will be given priority.

Comprehensive Labrador Cooperation Agreement Office
P.O. Box 539, Station C
Happy Valley - Goose Bay, NF, Canada A0P 1C0
Tel: (709) 896-1780/896-2800 Fax: (709) 896-0045

Department of Mines and Energy

A. Overview/Main Clients

The Department of Mines and Energy is responsible for the management of the Province's mineral and energy resources. The Department operates under two main program areas: Mineral Resource Management and Petroleum and Energy Resource Management. The mandate of the Department is the timely development of projects, achieving the highest level of employment for the citizens of Newfoundland and Labrador, and the greatest range of opportunities for business in our Province. A key objective is to create integrated mining and energy industries; and, to maximize Provincial revenues from these resources, consistent with policies that are fair to developers and which lead to a continuation of high levels of exploration and development

B. Sectoral/Occupational Activities

1. *Prospector Training*

The educational component of PAP covers all student related costs of providing a comprehensive training course in basic prospecting skills. The course is delivered annually in late spring through the provincial community-college system. A total of one hundred and twenty students have completed the course through June 1996. Newly trained prospectors have discovered a number of significant prospects and have optioned properties to private sector companies.

Department of Mines and Energy
Prospectors Assistance Program
P.O. Box 8700
St. John's, NF Canada A1B 4J6
Tel: (709) 729-2358
Fax: (709) 729-6782

2. *Prospecting Grants*

Direct financial assistance is provided to eligible prospectors involved in independent mineral-exploration activity. Approved projects on crown land or the proponent's registered claim are supported by grants up to $4,000 for eligible prospecting expenses. Additional assistance of $2,500 for projects involving credible, newly discovered prospects is also available.

Approximately 200 projects, involving various prospecting targets, have been funded to date. Approximately 15% of completed projects resulted in the discovery of significant prospects which led to option agreements with mineral exploration companies. These prospecting successes resulted in private-sector mineral exploration expenditures exceeding $4,000,000.

Mineral exploration and prospecting involves high-risk investment. Prospecting requires geochemical, geophysical and other geo-technical support which are expensive and essential and the prospector's chance of a financial return is one in many hundreds. Prospectors Assistance grants help fund these activities and provide support to prospectors in search of wealth generating mineral commodities. The prospectors are supported by field visits and other guidance from the program coordinator and other Department of Mines and Energy personnel. Usually 20 to 30% of the grant is paid in advance and the remainder is paid upon satisfactory completion of the program. The Department of Mines and Energy designed the PAP and considers both elements very successful and fundamental in providing a basis for future mineral development. Any mineral prospect that develops to production has a positive, "real wealth" affect on the provincial economy.

Contacts
Department of Mines and Energy
Prospectors Assistance Program
P.O. Box 8700
St. John's, NF Canada A1B 4J6
Tel: (709) 729-2358 Fax: (709) 729-6782

C. Information Available

1. *Labour market information*

Between 1975 and 1993, employment in Newfoundland and Labrador increased at a rate of 1.1 per cent annually; unemployment in Newfoundland and Labrador increased from 14 per cent to 20.2 per cent in the same period. Current forecasts are cautiously predicting stable employment in the future.

The structure of Newfoundland and Labrador's labour market has significantly changed over the last decade. The number of jobs in manufacturing and resource-based industries, like forestry and mining, has decreased while service-sector jobs have dramatically increased. Today, service industries provide 75 per cent of all jobs in Newfoundland and Labrador.

Four industries account for 70 per cent of all employment in Newfoundland and Labrador: Manufacturing; Wholesale and Retail Trade; Community, Business, and Personal Services; and Public Administration.

Trends for the next decade

Conservative estimates indicate that the majority of tomorrow's jobs will be in "higher skilled" categories, management and supervision, and a variety of other skilled jobs.

In other words, training and education will play an increasingly important role in determining who gets good jobs. To be successful, job candidates will need to ensure that their training and skills are current.

Further, job candidates must be prepared to continually upgrade and diversify their academic training to ensure they will be able to compete in the constantly changing labour market of the 1990's.

Market trend sources

- Job Futures: Newfoundland, Volume I: Occupational Outlooks and Volume II: Experience of Recent Graduates, Human Resource Development Canada and Department of Education and Training.
- Occupational Factsheets and Monographs, Canada Employment Centres, Department of Human Resources and Employment, Government of Alberta, Guidance Centre - OISE Press.
- "New Opportunities for Growth" and related publications, Economic Recovery Commission.
- Job Futures (National), Human Resource Development Canada
- Prospects (Tabloid), CCIP/NCIP (Also provincial).
- Canada's Best Careers Guide, Frank Feather.

- Shifting Gears - Thriving in the New Economy, Nuala Beck.
- Futurist Magazine, World Future Society.

NORTHWEST TERRITORIES

Department of Education, Culture and Employment (ECE)

A. Overview/Main clients

The Department of Education, Culture and Employment (ECE) provides a continuum of programs and services that contributes to learning. This continuum includes early childhood, schools, adult education, post-secondary education and training, information networks and income support, as well as support for culture, language and heritage.

The department's purpose is to provide people with opportunities to learn: to invest in them so they can learn from the past and create their own futures. To succeed in that mission, the learning opportunities must be relevant. They have to meet people's day to day needs.

In September, 1994, the department released its strategic plan, People: Our Focus for the Future. This document sets out the department's strategic objectives to the year 2010, which we pursue within the framework of the territorial governments goals and priorities.

http://siksik.learnnet.nt.ca/ece/department.html

B. Sectoral/Occupational Activities

1. *Adult Education, Post-Secondary Training and Income Support*

Northern participation in the labour market will be further enhanced through departmental initiatives to provide pre-employment training and support for workplace-based literacy training. Specialized mine training, training for the construction industry and the delivery of an engineering pre-technology program by Aurora College are examples of these initiatives. In 1996-97 the department will also complete a labour force development plan for Nunavut and the Western Arctic to guide career development services and future adult education, post-secondary education and training plans. This plan will also enable individuals and communities to plan for, and take advantage of, labour market opportunities.

Career development programs and services are critical to individual and community development in the North. Regional career centres work with partner organizations, such as schools and the colleges, to provide career information and counselling services. To improve the quality of and access to counselling services, particularly in the smaller communities, the department will be developing and delivering a career counselling training program across the NWT this year.

Income Support Program - Education, Culture and Employment became responsible for Income Support Programs in 1995 to strengthen education and training opportunities for people using the social assistance program.

ECE has hired Income Support Supervisors in all regions to work with communities to develop an integrated community delivery approach for income

support. Communities want more control over their social agendas, and many see the design, delivery and management of social assistance as a first step.

Recognizing that social assistance is an Income Support Program signals a change in approach. Income Support provides security for those in need, as well as incentives and supports for those receiving assistance to become more self-reliant. In 1996-97 the department will begin the implementation of income support reform.

2. *Schools North Apprenticeship Program (SNAP)*

SNAP is a secondary school program in which students can become registered apprentices in one of the designated trades. While working on an employer's job site, students can earn secondary school credits through Career and Technology Studies (CTS) as well as 'time credits' toward a Journeyman certificate in their chosen trade.

Any student who is at least 16 years old, is taking courses leading to a diploma and has an interest in a trade can participate. Any employer who wants to assist students in making the transition from the school to the workplace can participate.

SNAP offers the opportunity for those students who have the motivation and academic ability to get started on a career path It allows students to earn school credits while earning money and learning a trade

SNAP assists in the training of 'home grown' employees which results in a more stable and productive workforce Students can provide employers with fresh ideas and enthusiasm SNAP provides employers with an opportunity for community service and public recognition

There are currently 42 occupations that are recognized by the NWT Apprenticeship Program. The more common trades are:

- Automotive Service Technician
- Carpenter
- Electrician
- Cook
- Hairstylist
- Heavy Duty Equipment Mechanic
- Partsperson
- Plumber

The employer is required to pay all apprentices a percentage of the Journeyman rate. (First level apprentices receive at least 50% of the Journeyman rate.) Financial assistance may be available through the Apprenticeship Training Assistance Program.

Any number of schedules suitable to the employer, school and student can be used:

- 1/2 day at school, 1/2 day on the job
- Work some full days, attend school others
- Work one semester, go to school the other

School Counsellor
School Principal
Career Development Officers located in Regional Career Centres in: Yellowknife, Iqaluit, Fort Smith, Hay River, Fort Simpson, Rankin Inlet, Inuvik, Cambridge Bay.

http://siksik.learnnet.nt.ca/SNAP/SNAPbrochure.html/

Resources, Wildlife & Economic Development

B. Sectoral/Occupational Activities

1. *Business Development Fund*

The Business Development Fund (BDF) is a contribution fund aimed at stimulating employment and economic development throughout the NWT. It comprises six programs which are designed to assist businesses during all phases of the business cycle. Assistance is provided for research and planning, business start-up and expansion, market and product development, training and emergency relief to assist businesses in financial difficulty.

The levels of assistance and minimum equity requirements vary depending on the level of economic development in a community. For the purpose of implementing this program communities have been grouped in categories of economic circumstance, based on such factors as employment, remoteness and market size. Communities groupings are as follows. Group 1 communities (Yellowknife, Hay River, Inuvik, Fort Smith), 20%; Group 2 communities (Iqaluit, Fort Simpson, Norman Wells, Rankin Inlet, Cambridge Bay, Rae-Edzo), 10%; Group 3 communities (all other NWT communities), 5%. Criteria Contributions will not be provided if the applicant can secure a reasonable rate of return on the investment without assistance; neither will contributions be provided if market disruption will occur. With the exceptions of the preceding conditions, all NWT businesses are eligible to apply for Business Development Fund assistance. The BDF is a contribution fund of last resort. As such, funding will not be provided where other funds are available for the same purpose. Applicants may be asked to provide proof of refusal if they were declined funding from other agencies. Alternately, the BDF may be used to complement other funding programs. Therefore a listing of other sources of funding over the past three years must be provided. Application Applicants are required to submit a completed and signed application form. Other supporting documentation may be required. An audit of the contribution may be performed after funds are dispersed.

http://www.ssimicro.com/~graemeda/programs.pdf

2. *Grants to Small Business*

Grants to small business may be provided for two purposes: to o assist in overcoming immediate problems involving legal or accounting expenses or to assist with minor capital expenditures or extraordinary costs which, if not provided, may threaten the continued viability of the business; minor capital items may also be funded where required and beneficial and where other sources of funding are unavailable, or b) to arts and crafts producers and renewable resource harvesters,

who meet eligibility requirements, for the purchase of tools and equipment to assist them in increasing their level or quality of production and income. While businesses may apply more than once for this grant, the cumulative total financial assistance awarded to any applicant is limited to a maximum of $5,000. Grants will not normally be provided to replace small tools or equipment originally purchased through Small Business Grants or other contribution programs.

http://www.ssimicro.com/~graemeda/programs.pdf

3. *Community Futures Program*

The Community Futures Program supports small communities in economic difficulty to assess economic problems and opportunities and to achieve long-term employment stability, growth and adjustment. The Department provides funding to Business Development Centres (BDCs) through this program. Funding to BDCs allows communities in need be the innovators, leaders and directors in solving their long-term employment problems. Each BDC is an incorporated, non-profit body run by an independent board of directors. BDCs perform two major roles. First, they provide development and expansion capital through loans, equity financing or loan guarantees to viable businesses that are unsuccessful in getting adequate financing elsewhere. Secondly, they provide technical and counselling to new or existing small businesses within the community. The board of directors of the BDC is responsible for assessing, approving or rejecting applications for investment funds and for the overall direction of the technical advisory service operated by the BDC. The Community Futures Program is aimed at individual communities or groups of communities that make up a labour market area. Eligibility for establishing a BDC is determined on the basis of a community's need and ability to solve local problems. Need is based on: unemployment in the community; level of dependence on social assistance or other income transfers; income levels; age of the workforce; the number of workers moving to other communities; workforce participation rates; education levels. Ability is based on the ability to react to these forces in a positive way by planning and managing an effective local development process.

http://www.ssimicro.com/~graemeda/programs.pdf

4. *Tourism Industry Core Funding*

Support is allocated to the two Northwest Territories tourism industry associations so that they may provide coordinated industry and private-sector direction to tourism initiatives of the Government of the Northwest Territories. Assistance to the tourism industry associations also enables them to organize and develop their membership and stimulate and guide the tourism industry. The program provides annual contributions for the purposes of covering director and manager salaries, office rent, and operating and maintenance expenses, as well as delivery of some tourism marketing initiatives. Financial contributions are made on an annual basis. The level of assistance is guided by a schedule prepared by the Tourism Industry Organization's board of directors. Applications are evaluated based on the organizations' needs and ability to provide benefits to the communities in which they operate, and the tourism industry in general. Applicants must provide proof of registration and current status under the NWT societies ordinances, a list of elected board of directors, a description of the organization's proposed activities for the coming year, and an estimate of the economic impact on members. A list of members and proof of revenues generated from sales may be requested.

http://www.ssimicro.com/~graemeda/programs.pdf

5. *Commercial Fishery Assistance*

The purpose of this program is to support development and competitiveness of commercial fisheries in the NWT by offsetting the high freight or production costs associated with their operation. Only licensed fishermen are eligible for assistance under this program.

Great Slave Lake Summer Fishery

Commercial fishermen harvesting export whitefish can receive assistance in two forms: a freight subsidy and a price subsidy. The freight subsidy offsets the costs of transporting all species of fish from lake stations on Great Slave Lake to Hay River. Fishermen must pay 1.5 cents per pound of the lake freight costs. The freight subsidy also covers the entire cost of transporting export grade whitefish to Winnipeg. The price subsidy is intended to compensate Great Slave Lake whitefish fishermen for the higher cost of operating in the North. The exact amount of the price subsidy is negotiated with the fishery each year prior to the start of fishing. Great Slave Lake Winter Fishery The Great Slave winter fishery is offered a freight subsidy for shipment of export grade whitefish from Hay River to Winnipeg. This subsidy has an upper limit of $0.095/lb. A price subsidy is not provided to the winter fishery

Export Inland Fisheries

Commercial fishermen receive the same funding per pound as what is provided to the Great Slave Lake fishermen for the same species of fish.

Export Char Fisheries

Assistance is provided to maintain prices at the previous year's level FOB Winnipeg, or to offset 50% of the cost of shipping fish from a NWT processing plant to Winnipeg, whichever is greater.

Intersettlement Trade

Assistance is provided to offset up to 50% of the freight costs between communities within the NWT

6. *Forest Industry Assistance*

This program is intended to stimulate the forest industry by reducing the high costs of accessing timber supplies and maintaining inventories of logs or lumber. It applies to forest industry businesses that are licensed and actively operating in the NWT. Contributions may be granted to forest industry businesses under two categories:

Forest Access Contributions

The contribution may be provided for the purpose of constructing roads to access timber supplies. Contributions may be made for the lesser of: 50% of the actual cost of road construction, or $20,000 per annum. During the period of construction allowed costs will consist of: charges for rental of equipment, maintenance and repair of equipment, cost of fuel and lubricants, wages and related benefits for employees, transportation costs for moving workers and equipment to site.

Maintenance costs associated with newly constructed roads are not eligible under this program.

Production Incentive Contributions
Contributions may be made towards lumbering or wholesaler lumber purchasing for the purpose of reducing the carrying costs associated with the production or acquisition of log and lumber

7. *Organization Support*

The purpose of this program is to promote private sector involvement in economic development in the NWT. It provides support to economic development organizations whose policies and programs enhance the development of a healthy, expanding and diversified economy in the Northwest Territories in a manner compatible with northern lifestyles. Financial assistance may be approved in amounts deemed appropriate by the Minister of Economic Development and Tourism, to a maximum of $50,000 per annum, and subject to departmental budgetary constraints. Eligible organizations must be registered under the Societies Act and must demonstrate how their policies and programs benefit the Northwest Territories

C. Information Available

Contacts

Business Development Bank of Canada
4912 49 th St.
Yellowknife, NT
XIA IP3
Tel: (403) 873-3565 Fax: (403) 873-3501

Aboriginal Business Canada
NWT Metis Development Corporation
Box 1805 5125 - 50th St.
Yellowknife, NT
X1A 2P4
Tel: (403) 920-8576 Fax: (403) 873-3492

YUKON

Yukon Hire

A. Overview/Main clients

The Yukon Hire policy makes the most of territorial government spending for Yukon businesses and workers, now and in the future.

Yukon Hire gives preference to Yukon workers and businesses when spending public funds, without excluding workers and businesses from outside the territory.

http://yukonweb.com/government/yukonhire/

B. Sectoral/Occupational Activities

1. *Business Incentive Program (BIP)*

BIP includes a new 15% rebate to employers for hiring workers aged 24 and under, and increases the rebate for hiring apprentices from 10% to 15%. Certain employee benefits paid by employers are now eligible for rebate.

The value of contracts that may be sole-sourced to "outside" firms has decreased from $10,000 to $1,000. Yukon Hire gives local businesses more tenders over $1,000.

Invitational tenders will go to Yukon businesses first, where sufficient competition is present. The evaluation criteria of value driven contracts will reflect Yukon preference. Better use of the government source list. The list informs government departments about Yukon goods and services.

It gives new and increased rebates under the Business Incentive Program (BIP) to create more local opportunities on Yukon government construction contracts. It gives Yukon businesses a "competitive edge" over "outside" firms, when bidding on government contracts.

Yukon Hire provides opportunities for local workers to improve their skills, which means a skilled labour force for businesses.

Contact

Phone: (867) 667-3732
Toll-free: 1-800-661-0408, ext. 3732

http://www.gov.yk.ca/depts/dgs/G-4-2.htm

III. RELATED TOPICS

Labour Force Development Boards

History

- In 1991 the federal Government established the Canadian Labour Force Development Board to meet the request for a national training board. Federal authorities anticipated provincial and local boards to compliment the CLFDB.
- In the early 1990's Labour Force Development Boards (LFDB) were established in seven provinces including Newfoundland, Nova Scotia, New Brunswick, Québec, Ontario, Saskatchewan and British Columbia in the hope: of improving their labour market programs.
- Alberta, Manitoba, Prince Edward Island and the two territories never opted for boards. An attempt had been made in PEI but it was stymied by the unwillingness of the business community to accept the federal model of equal board representation for business and labour.[1] There was a general lack of interest in Alberta on the part of the provincial government and private sector leaders.[2] In the territories, aboriginal labour market programs constitute a lion's share of training dollars and these funds would not have fallen under the mandate of territorial boards. The small scale of programs for non-aboriginal peoples meant little interest in either of these territories.[3]
- Currently, Ontario, Newfoundland and British Columbia's boards have dissolved and Québec's has been amalgamated into the new Emploi-Québec program. Boards in both Nova Scotia and Saskatchewan are in very precarious situations and are facing closure at the end of the 97 fiscal year unless new funding is found.

Background on Provincial Boards

Newfoundland
The first board was established in Newfoundland in 1992 but was suspended in 1995 due to funding cuts.

New Brunswick - In December of 1992 the federal government, CLFDB and New Brunswick's provincial government created and funded a board on a cooperative basis. It may be because of this unique funding structure that this board is around today. Up until now the board has had a technical slant but this is starting to conflict with its small resource base.

Ontario – The Ontario government created the Ontario Training and Adjustment Board, in 1992, but the federal government and the CLFDB did not play significant roles in its development or survival. Ontario also succeeded in creating 25 local boards, which are still in operation though under a different program, the Local

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[1] Sharpe, Andrew and Haddow, Rodney ed. (1997) Social Partnerships for Training: Canada's Experiment with Labour Force Development Boards. Caledon Institute of Social Policy and the School of Policy Studies Queen's University.
[2] Ibid.
[3] Ibid.

Board Implementation Team. OTAB did not survive the 1996 provincial cuts made by Premier Mike Harris; instead he transferred the responsibilities of the board back to the province. The reasons put forth for the boards dismantle are as follows: a failure to realign policies and programs; problems with internal governance; intransigence of member groups; lack of clear political direction; and a lack of adequate support from the government.[4]

Québec - Québec created the Société québécoise de développement de la main-d'oeuvre (SQDM), without funding from the federal government or the CLFDB; and set up 12 local boards within the province. An interesting and key feature of the SQDM's mandate was that it intended to have the capacity to take over federal activities in the labour market area if these activities were devolved to the provincial government. Effective April 1998 the functions of the SQDM will be looked after by Emploi-Québec, a new program under the Employment and Solidarity Ministry.[5] SQDM had been called the most successful of all seven boards because it was the able to attract members, create discussion documents, arrived at consensus on a number of issues and launched a number of training councils.[6]

Nova Scotia - Nova Scotia's board came into being in March of 1993. Nova Scotia's board has not been as successful as was hoped for and this has lead the federal government to reduce the funding it provides to the board. The federal government has also made it be known that this is the last year for which it will provide any funding to the board.

Saskatchewan - The LFDB of Saskatchewan was established in March of 1994. Saskatchewan's board has had difficulties in establishing a satisfactory relationship with its province's leading training department.

British Columbia - British Columbia had a task force on Employment and Training in 1989 to look at these issues but it was not until 1991 that they recommended a provincial board. In 1992, a board was established without the federal government or the CLFDB. This board was also abolished in a round of budgetary cuts by its NDP government in 1996.

Bibliography

Duhamel, Alain. (1998, Janvier 10). Centre local d'emploi: départ en avril. Les Affaires. P.B2.

Klassen, Thomas R. (1996). Organizational design and precarious values: The rise and fall of Ontario's Ministry of Skills and Development. Canadian Public Administration. Volume 39, No. 2 (Summer). 117 – 135.

Ontario Training and Adjustment Board. (1994). Local Boards in Ontario: Questions and Answers. Toronto: Queen's Printer for Ontario.

[4] Ibid.
[5] Duhamel, Alain. (1998, Janvier 10). Centre local d'emploi: départ en avril. Les Affaires. p. B2.
[6] Sharpe.

III. RELATED TOPICS

Ontario Training and Adjustment Board. (1992, May). OTAB Project News. Issue #1.

Sharpe, Andrew & Haddow, Rodney ed. (1997). Social Partnerships for Training: Canada's Experiment with Labour Force Development Boards. Caledon Institute of Social Policy and the School of Policy Studies Queen's University.

Ontario Training And Adjustment Board (OTAB)

History:

The Liberal Minister of Skills Development, Richard Allen, announces the plan to establish the Ontario Training and Adjustment Board (OTAB), on November 28, 1991.

Skills to Meet the Challenge, is widely distributed to serve as the framework for province wide consultations.

November 23, 1992 OTAB's enabling legislation, Bill 96 An Act to Establish the Ontario Training and Adjustment Board is introduced for discussion

Under the leadership of Bob Rae, the New Democrat Party finalizes the establishment of the OTAB and dissolves the Ministry of Skills Development in 1993.

April 1996, Conservative Premier Mike Harris abolishes OTAB as part of massive cuts and restructuring initiatives.

OTAB – A Brief Discussion:

The Ontario Training and Adjustment Board was to be the provincial complement to the federal Canadian Labour Force Development Board (CLFDB

The Liberal provincial government agreed with the need for provincial and local involvement in the labour market. The Liberal government had already created a Ministry of Skills Development and were undertaking the development of what would become the OTAB.[7] When the New Democrat Party came into power they also agreed with the need for a provincial board and so finalized the existence of the OTAB and dissolved the Ministry of Skills Development.[8] The federal government and the CLFDB would not play a significant role in the OTAB's development or survival.

After the creation of OTAB, 25 local boards were created throughout the province.

Local boards are independent not-for-profit corporations governed by a Board of Directors made up of labour market partners. Labour market partners include those in the community who represent business people, labour, women, minorities, people with disabilities, francophones and educators and trainers.[9]

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[7] Klassen, Thomas R. (1996). Organizational design and precarious values: The rise and fall of Ontario's Ministry of Skills Development. Canadian Public Administration. Volume 39, No. 2 (Summer). 117 – 135.
[8] Ibid.
[9] Ontario Training and Adjustment Board et al. (1994). Local Boards in Ontario: Questions and Answers. Toronto: Queen's Printer for Ontario.

Local Boards work with labour market partners to create a more efficient, effective, equitable and relevant range of programs and services at the local level. They have a broad mandate but there are 7 general themes.

Labour market information

- Planning
- Analysis and advice
- Purchase of training or services
- Life long learning
- Access and equity
- Standards

In April of 1996 Conservative Premier Mike Harris abolished the OTAB and its responsibilities were transferred back to provincial departments. However, the local boards still operate under the responsibility of the Local Board Implementation Team and with the funding of the Canadian Labour Force Development Board (CLFDB), Human Resources Development Canada (HRDC), and the Ministry of Education for the province of Ontario (MET)[10]

The OTAB represented the second major attempt by Ontario, over the course of a decade; "to design an institutional structure capable of bringing the province's training culture and programs into close alignment with its economic policies and objectives".[11] The first attempt was the Ministry of Skills Development. The reasons for the board's dismantling have been described as follows:

It significantly failed to realign provincial labour market policy and program in the three short years of its existence. Much of its history was spent in absorbed in questions of its own internal governance and the relations among constituent groups. Responsibility for its demise has been attributed alternatively to the intransigence of the member groups; a lack of clear political direction from the governing NDP; and the failure of government bureaucrats to provide an adequate level of support for the board.[12]

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[10] Ibid.

[11] Sharpe, Andrew & Haddow, Rodney ed. (1997). Social Partnerships for Training: Canada's Experiment with Labour Force Development Boards. Caledon Institute of Social Policy and the School of Policy Studies Queen's University.

[12] Ibid.

III. RELATED TOPICS

Ontario Centres of Excellence

Ontario Centres of Excellence were established in 1987 to make connections between the best university research and the needs of Ontario Industry.[13] The province was called to get involved for four main reasons. First, there was a growing trend of highly trained science and engineering graduates leaving the province to find jobs elsewhere. Secondly, the province and industry leaders felt that the graduates were unschooled in real-life problems of industry. Thirdly, the graduates did not know how to take their research to market. In addition, the province and industry wanted to ensure that it had a large pool of graduates in advanced science and technology in order to have a competitive work force and labour market.[14]

The Centres are research networks, with projects at several universities across Ontario.[15] Within these networks, university researchers, research institutions and companies work together to address an industry's research needs. The centres are independent, not-for-profit organizations with a board of directors, drawn primarily from business.[16] The program is currently under the Ministry of Economic Development, Trade and Tourism portfolio.

When it was first established in 1987 there were seven Centres of Excellence. These seven centres were for groundwater research; information technology; laser and lightwave science; manufacturing technology and methods; materials; space and terrestrial science and telecommunication technology. In 1997 these were streamlined into four.

The four centres are Centre for Research in Earth and Space Technology; Communications and Information Technology Ontario; Materials and Manufacturing Ontario and Photonics Research Ontario. The remaining four centres have been refocused to concentrate more clearly on economic growth and job creation.[17]

The Centres continue to involve a variety of partners from universities, organizations, government and research and development organizations.

University Partners

Carleton University

University of Guelph

McMaster University

Queen's University

Royal Military College

Ryerson University

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[13] Ontario Centres of Excellence website. http:///www.ontcentex.org/home/main_home.html (9 February, 1998).
[14] Information Technology Research Centre website. http://itrc.on.ca/library/centreofexcellence.html (9 February, 1998).
[15] Ministry of Economic Development, Trade and Tourism website. http://www.ontario-canada.com/ (9February, 1998).
[16] Ibid.
[17] Ibid.

Trent University

University of Ottawa

University of Toronto

University of Waterloo

University of Western Ontario

University of Windsor

York University

Organizations

Alliance of Manufacturers & Exporters Canada

Canadian Advanced Technology Association (CATA)

Canadian Research Management Association (CRMA)

Canadian Space Agency

Coalition for Biological and Health Research (CBHR)

Council of Ontario Universities (COU)

Industry Canada

Information Technology Association of Canada (ITAC)

Knowledge Connection Corporation (KCC)

Mentortech

Ontario Science Centre (OSC)

Ottawa Carleton Research Institute (OCRI)

Professional Engineers Ontario (PEO)

R&D Organizations

Canarie

Communications Research Centre

National Research Council (NRC)

III. RELATED TOPICS

Natural Sciences and Engineering Research Council

Networks of Centres of Excellence

Government

Ontario Provincial Government

Labour Market Development Agreements

In November of 1995 the Prime Minister indicated that the Government of Canada, in recognition of provincial jurisdiction over education, would withdraw from labour market training

In December 1995, Lloyd Axworthy, Minister of Human Resources, proposed the new Employment Insurance Plan, Bill-C12. The new EI Program stated it would respect provincial responsibility for labour market training and education and in doing so reduce the overlap and duplication with the provinces. To achieve these objectives the federal Government would no longer purchase training courses, whether from the provinces, or public or private institutions and it would withdraw from apprenticeship training and cooperative education. The new system consists of entitlement-based income benefits (Part I), and of employment benefits and measures designed to help EI recipients return to work as quickly as possible (Part II).

The objectives of the new EI program were confirmed in the February 1996 Speech from the Throne and made concrete with the May 30, 1996 proposal to the provinces and territories. Released by the Minister of Human Resources Development, Douglas Young, it was entitled "Getting Canadians Back to Work: A Proposal to Provinces and Territories for a New Partnership in the Labour Market". It presented the offer of responsibility for EI Part II benefits and measures, funded through the Employment Insurance account. Approximately $2 billion would be available to provinces and territories to help unemployed Canadians get back to work; funding for this project was provided in the March 1996 federal budget. This proposal was to reaffirm that the Government wanted to address the diverse priorities of provinces and territories and would allow them to customize their labour market arrangements to meets the needs of individual Canadians.

The new EI Program came into force on July 1, 1996.

To date nine provinces and 1 territory have signed formal Labour Market Development Agreements with the federal Government.

Alberta	December 6, 1996
New Brunswick	December 13, 1996
Newfoundland and Labrador	March 24, 1997
Manitoba	April 17, 1997

Québec	April 21, 1997
Nova Scotia	April 24, 1997
British Columbia	April 25, 1997
Prince Edward Island	April 26, 1997
Yukon	January 24, 1998
Saskatchewan	February 6, 1998

Ontario and the Northwest Territories have yet to sign a formal Agreement.

Labour Market Development Agreements by Province

PROV.	STATUS	UNIQUE FEATURES	PROV. RESPONSIBILITIES	FED. RESPONSIBILITIES	JOINT ACTIVITIES	IMPLICATIONS
Alberta	Signed 12/06/96		Full responsibility for design, mgmt and delivery of Part II services AECD assumes responsibility of key NES functions Province will operate a network of centres for clients to access federal and provincial programs	Federal gov't responsible for providing income support and services that are national in scope Contributing ~ $317 million form the EI account and $9 million annually for administrative costs		200 employees transferred
New Brunswick	Signed 12/13/96		Full responsibility for design, mgmt and delivery of Part II services HRSC assumes responsibility of key NES functions Province will operate a network of centres for clients to access federal and provincial programs Provincial implementation team to oversee the agreement	Federal gov't responsible for providing income support and services that are national in scope Contributing ~ $228 million form the EI account and $8.4 million annually for administrative costs		170 employees transferred
Newfoundland	Signed 03/24/97	1st province to elect for co-management approach and co-design of labour market programs and services Partnership approach		Full financial responsibility for EI related services as well as the NES Responsible for the delivery of all such programs and services Contributing ~ $308 million from the EI account and $26 million annually for income support	Both governments will work together to design and tailor labour market services Management Committee to oversee the effective administration and implementation of the agreement Regional Committees will examine needs at the local level	
Manitoba	Signed 04/17/97		Full responsibility for design, mgmt and delivery of Part II services Manitoba assumes responsibility for key NES functions Province will operate a network of centres for clients to access federal and provincial programs	Federal gov't responsible for providing income support and services that are national in scope Contributing ~ $144.5 million from the EI account and $18.7 million annually for income support	Both governments have agreed to co-operate in the production and distribution of LMI Will examine new approaches to integrated case management Transition Committee will be established	118 employees transferred
Québec	Signed 04/21/97		Full responsibility for design, mgmt and delivery of Part II services Québec assumes the local labour exchange and local labour market	Federal gov't responsible for providing income support and services that are national in scope Contributing ~ $2.4		1,038 employees transferred

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			information functions of the NES	billion from the EI account, $53 million/year for administrative costs and $143 million annually for income support		
Nova Scotia	Signed 04/24/97	Governments of Canada & Nova Scotia, will work with communities to implement programs and services Based on groundwork already established through successful co-operative partnerships		Contributing ~ $209.6 million from the EI account	The governments will est. Joint service delivery centres where clients have access to a full range of services Working together on the design and delivery of a loans and grants program Management Committee will develop and launch labour market projects	No transfer of federal programs or administrative resources to province
BC	Signed 04/25/97	Partnership approach Phase 1 of a 2 phase process that will see a transfer of federal programs and staff by Sept. 1998		Contributing ~ $1.25 million from the EI account and $56 million for income support	Both governments will play an equal role in the design and decision-making of services provided Management Committee will oversee the effective administration and implementation of agreement Regional Committees will focus on local labour market development activities	Key component in revitalizing the economy of BC
PEI	Signed 04/26/97	Partnership approach		Full financial responsibility for EI related services as well as the NES Responsible for the delivery of all such programs and services Contributing ~ $107 million from the EI account	Both governments will work together to design and tailor programs Both governments will play equal roles in the design and decision-making of services provided and the operation of the NES Management Committee to oversee the effective administration and implementation of the agreement	
Yukon	Signed 01/24/98	Partnership		Full financial	Both	This

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		p approach		responsibility for EI related services as well as the NES Responsible for the delivery of all such programs and services Contributing ~ $16 million from the EI account and $847,000 annually for income support	governments play an equal role in the design and decision-making of services provided and the operation of the NES Managemen t Committee to oversee the effective administration and implementation of the agreement	agreement is the foundation for a full integrated territorial labour market system
Saskatchewa n	Signed 02/06/98	Agreement is under review in two years (For the majority of the agreements the time frame is three)	Full responsibility for design, mgmt and delivery of Part II services Saskatchewan assumes responsibility for key NES functions	Federal gov't responsible for providing income support and services that are national in scope Contributing ~ $149 million from the EI account	Managemen t Committee to oversee the effective administration and implementation of the agreement Regional Committees will examine labour market needs at the local level Transition team will put the new arrangements into effect	114 full time equivalents will be transferred

III. RELATED TOPICS

Bibliography

Information Technology Research Centre website. http://itrc.on.ca/library/centreofexcellence.html (9 February, 1998).

Ministry of Economic Development, Trade and Tourism website. http://www.ontario-canada.com/ (9 February, 1998).

Ontario Centres of Excellence website. http://www.ontcentex.org/home/main_home.html

Other Source of Information

Canadian Public Policy On-line -- a publication which monitors federal and provincial government initiatives. This publication provides: updates of legislature before Parliament and provincial legislatures; provides links to Canadian federal and provincial government sites and others; provides forums for discussion groups on Canadian public policy issues; and provides a searchable database of various federal and provincial government initiatives. The database, which is accessible through the Internet, is limited to all issues except the most recent three months for non-subscription holders.

Website: http://ottawabureau.com/CanadianPublicPolicy/intro.htm